

Overnight Lifestyle Manager, Russian speaking (London)

Ten is looking for passionate, motivated and resourceful individuals to join its fast-growing global team. You must speak **Russian** to apply for this role. We are looking for individuals to work through the night; usually from **10pm- 8am** to meet the needs of our global membership.

Ten provides award-winning intelligent support to private members, corporate clients and professional communities.

Our lifestyle concierge business has offices in London, Maidenhead, Hong Kong, New York, Miami and San Francisco and is growing fast. We are passionate about service and use our insider know-how, contacts and buying power to help our members get the most from life, wherever they are in the world. We organise everything from home repairs to luxury travel, gift buying or access to exclusive restaurants, clubs and events.

Our global team specialises in using their knowledge, contacts and expertise to deal with a wide range of requests. Some of these will be straight forward, such as recommending a plumber, putting together a travel itinerary or arranging a flower delivery. Others however will be more unusual and will require tenacity and excellent problem-solving skills.

This role will provide you with the opportunity to develop knowledge of Ten's services. You will use your research and communication skills to help fulfil our members' requests and add value to our service.

We are looking for:

- Energetic and motivated team players who enjoy the challenge of meeting and beating targets
- People who are passionate about delivering high-quality personalised support and have excellent research skills
- You must have initiative and creativity so that you can meet the needs of our members

Please note: You must be fluent in both spoken and written Russian to apply for this role. You must also have an IELTS score of 7 or more.

Working at Ten

We offer a competitive salary and performance-related bonuses, in addition to a range of employee benefits such as subsidised gym membership. Ten is a fun, social place to work with the opportunity for real career development. We encourage all our staff to incorporate their aspirations and interests into their career at Ten. This role is based at our London office.

To apply

Please read the instructions on the 'current vacancies' page of www.tengroup.com then email your CV and covering letter to hr@tengroup.com