

Going Places Ltd.



JOB REFERENCE: 123-SJS1008
JOB TITLE: SHOP ASSISTANT
EMPLOYER: GOING PLACES LTD
LOCATION: SALISBURY
SALARY: £11,500 pro rata per annum
WORKING HOURS: 37 hrs – Some weekend work may be required

DESCRIPTION

Are you good at dealing with customers and able to communicate effectively?

We are looking for somebody with good communication skills, customer awareness and the enthusiasm to gain experience and move forward within the company.

DUTIES TO INCLUDE

- Sales: serving customers and giving information about products.
- Checking stock levels and arranging displays.
- Working on the tills, taking payment from customers.
- Shelf filling and maintaining stock on display.
- Answering questions and dealing with queries from customers.
- Weekend work and early/late shifts may be expected.

SKILLS REQUIRED

- Good organisation skills
- Excellent communication skills
- Customer awareness and patience when dealing with people
- Good time keeping and attendance
- Good attention to detail
- Ability to work well alone or as part of a team
- Ability to maintain a cheerful disposition while working under pressure

PERSONAL QUALITIES

- The ability to communicate with all manner of people; be polite and patient.
- To be enthusiastic and work well in a team
- A responsible and reliable individual
- Good time keeping and attendance
- Self-motivated with a willingness to learn

QUALIFICATIONS REQUIRED

5 GCSEs Grade 9 – 4, including English and Maths (or equivalent qualifications)

Please send your CV, Application Form and a covering letter to:

Mrs Chloe Newton
Going Places Ltd
37 Guild Street
London
EC3R 9EH

Quoting Job Reference.