

Shop Supervisor – Wed to Sat (4 Days)

Westonbirt Arboretum Shop – Westonbirt Arboretum

Westonbirt Arboretum Shop is looking for an enthusiastic and committed individual to support the Store Manager to oversee all aspects of the day to day running of the store. The individual will be tasked with supporting the team when needed and leading the venue when the store manager is not available.

Main duties include:

- Face to face customer service
- Maintaining excellent presentation of the Westonbirt Arboretum Shop
- Stock ordering and replenishment
- Opening and locking up of the Westonbirt Arboretum Shop
- Processing cash and card transactions
- Product maintenance using EPOS system

Candidate specification:

- Be personable and confident interacting with customers
- Have a keen attention to detail
- Be self-motivated
- Be comfortable working alone and as part of a team
- Previous retail supervisor experience within the gift industry is desirable
- Computer literate and experience with EPOS systems and Microsoft applications

Westonbirt Gift shop is open all year round with the exception of Christmas Day. Hours of work will vary between 8:30am to 5:30pm depending on the time of year. The gift shop occasionally opens until 9:30pm during special events. Rate of pay will be £9.50 p/hr.

Full training will be given to the successful candidate.

If this position is of interest to you, please email your CV with a covering letter to: retail@fowa.org.uk

Application closing date – Friday 23rd April

If you do not hear from us by Friday 07 May 2021, we regret that your application has not been successful.