

Hospice at Home

Carlisle and North Lakeland

Title: Assistant Shop Manager
Organisation: Hospice at Home Carlisle and North Lakeland
Base: Carlisle
Salary: £8.54 per hour
Type: Permanent
Hours: 16 hours per week Mon to Saturday, worked flexibly, plus cover for holiday and sickness absence
Reference No: HHCNLH35

Hospice at Home Carlisle and North Lakeland (Hospice at Home) is a local, independent charity committed to providing high quality care and support for adults who have palliative and end of life care needs, and also for their relatives/carers.

An opportunity has arisen for an Assistant Shop Manager to support the retail arm of the Charity.

The post holder will support the Shop Manager in ensuring the profitability and efficient running of the Carlisle Charity Shop located at 63 Castle Street, CA3 8SL. The post holder will ensure the promotion of the Charity in all aspects of work in a professional and efficient manner. The role will include guaranteeing the highest standards of customer care, to be proactive in generating donated goods from the public and encouraging growth in shop turnover, supporting the shop volunteers, being responsible for accurate financial and administrative procedures and to maintain high standards of displays throughout the shop.

We would like to hear from you if you have a minimum of 2 years retail experience, the ability to communicate effectively with staff, volunteers and customers and are flexible in the hours specified.

Please contact Paula Noble on 01228 550119 for an informal discussion and further information.

Please contact Liz Edmondson, HR & Estates Manager on 01228 603208 for a job description and application form.

Hospice at Home is committed to staff development and operates a robust supervision and appraisal system.

Closing date for applications: 03/10/18

Interviews to be held on: 10/10/18