



Job Description – Part Time Sales Team Member

JAC Stores - Castletown Store

The basic hours are 18 hours a week spread over 4 days Monday to Saturday. The normal 18 hours are comprised of 2 days 10:00am - 2:00pm and 2 days 10:00am - 3:00pm.

Saturdays are worked on a rota basis and extra hours, up to full time (35 hours), are required to cover staff leave.

In addition to covering staff leave, extra hours may be required during busy times. Extra hours can include Sundays and public holidays.

This position requires somebody who will play a key role in enhancing the customer experience in the store by providing excellent Customer Service.

The main aspects of this position are:

- Actively greet, welcome, and communicate with customers, providing excellent and friendly customer service.
- Stocking up the sales areas within the store and merchandising customer areas.
- Keeping the store clean, tidy, and well merchandised.
- Show a good level of flexibility and function. The job holders will cover Customer Service roles, work at the shop counters using an electronic till system and sell and promote our products. Computer experience is not essential, as full training will be provided.
- All team members are expected to adhere to our store standards and policies.

A half an hour unpaid lunch break can be agreed when working the 10:00am-3:00pm shift. This would require an adjustment to the start/finish time on these days.

The above is meant as a general guide, and variations will be notified to you by a supervisor / manager.

Applications will only be processed upon receipt of a completed Application Form which are available online.