



THE ALPHABET

GIFT SHOP

WE'RE HIRING!

FULL TIME COFFEE & GIFT SHOP ASSISTANT 4/5 DAYS A WEEK MICKLEOVER

We have a full-time position for a Coffee & Gift Shop Assistant, based predominantly at our Mickleover store, but with flexibility required to work at our store in Burton-on-Trent too.

We're looking for someone who has a true passion for retail and hospitality, with a proven track record within this environment and who loves to engage with customers of all ages.

You will need to be sales orientated, organised, enthusiastic, have an interest in current trends, a creative edge and a belief that top notch customer service is a religion!

A great work ethic and a happy disposition are also required, as is a willingness to learn about the processes of our unique on-site personalisation services along with our food and drink service.

You will need a strong work ethic and the ability to thrive under pressure.

We will train you in all aspects of our retail and coffee bar and on our till and stock system.

Duties will include serving customers with food and drink, barista duties & bar duties, taking customers' orders, running food, pot washing and cleaning. You will also be expected to learn, understand and sell products in the gift shop, along with stock input and general housekeeping.

Computer skills (Word, Excel and e-mail) and GCSEs in English and Maths (or equivalent qualification) are expected.

We offer a friendly family orientated workplace, discounts on shop and coffee shop purchases, the chance to learn about all aspects of our business.

We are open weekdays and weekends - so regular hours (approx 30 per week) over 4/5 days, including a Saturday will be required. Extra hours available to help cover holiday and sickness.

Hourly rate dependent on age and experience.

Email applications to:
jodie@thealphabetgiftshop.co.uk

We want to get to know you, so please if you want to stand out amongst our applicants, please add a covering letter telling us about why you are applying.