

PERSON SPECIFICATION

Sales Assistant

ATTRIBUTE	ESSENTIAL	DESIRABLE
Education & Qualifications	<ul style="list-style-type: none"> • GCSE A-C Level or equivalent • Excellent numeracy and literacy. 	<ul style="list-style-type: none"> • NVQ level 3 in Retail Management or equivalent qualification or work experience
Knowledge	<ul style="list-style-type: none"> • Computer Literate 	<ul style="list-style-type: none"> • Understanding of Health and Safety
Experience	<ul style="list-style-type: none"> • Ability to motivate a team • Working with the public 	<ul style="list-style-type: none"> • General Admin • Retail background
Key Skills	<ul style="list-style-type: none"> • Ability to work within a team • Good communication • Ability to plan ahead • Evidence of excellent customer service skills. 	
Other	<ul style="list-style-type: none"> • Ability to work with minimal supervision, taking responsibility for your own work and that of volunteers • Positive attitude to all aspects of work • Target driven • Flexible attitude to work • Approachable and friendly manner 	Experience working with Volunteers