

AGE UK SOLIHULL

PERSON SPECIFICATION

JOB TITLE: Shop Supervisor

<u>ESSENTIAL</u>	<u>DESIRABLE</u>
<i>Experience</i>	
<ul style="list-style-type: none">• Proven experience in a retail setting• Experience of cash handling and reconciliation• Experience of moving and handling stock• Experience of supervising others	<ul style="list-style-type: none">• Experience of supervising staff and/or volunteers
<i>Skills/Abilities/Knowledge</i>	
<ul style="list-style-type: none">• Good communication and interpersonal skills• Excellent customer service skills• Physical fitness and ability to lift and move stock, able to lift 15KG• Ability to train and pass on skills	<ul style="list-style-type: none">• Understanding of the voluntary sector and the motivations of volunteers
<i>Education and Training</i>	
<ul style="list-style-type: none">• Minimum of 2 'O' Levels, GCSE's or equivalent or relevant training experience	
<i>Legal Requirements</i>	
<ul style="list-style-type: none">• There are no legal requirements attached to this post	
<i>Other Requirements</i>	
<ul style="list-style-type: none">• Ability to work on own initiative• Ability to work as part of a teamAwareness of diverse customer and volunteer needs	