

Voluntary Opportunity

Charity Shop Assistant



General Duties

To assist in the day to day running of the PCC(S) charity shop to maximise sales and profitability.

Where?

The role is based out of one of our 2 charity shops

PCC(S) Gorgie
146 Gorgie Road
Edinburgh
EH11 2NS

PCC(S) Leith - opening August 2018
28 Great Junction Street
Edinburgh
EH6 5LA

When?

We are looking for people who can make a minimum commitment of four hours per week. The shops are open Monday to Saturday.

Duties & Responsibilities:

To assist and service customers, providing a high standard of service
To assist with processing stock, including sorting, steaming, pricing and hanging of donated items.
Till operation and money handling
To promote the work of PCC(S) and signpost when necessary

Person Specification:

Good communication and organisational skills
Customer service skills
Ability to work as part of a team
A willingness to help in a range of tasks and possibly be involved in other fundraising activities

Our Commitment to You

We will provide you with all necessary training, reference (after a three month trial period), and continued professional development. We issue certificates for training attended and hours volunteered.

To apply for the position please fill out an application form and return it to your closest PCC(S) location or email it to info@lifelinescotland.org.uk

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