



## **Retail Assistant & Post Office Instow**

**Job type:** Full time, permanent

**Working pattern:** 5 days, minimum 30 hours per week including a weekend day, increasing to cover colleagues during leave & peak seasons.

**Salary:** Up to £9.90 per hour + 19% staff discount and loyalty offers

**Location:** Instow

### **The Company:**

Johns is a well-established family run business operating for 95 years and our ethos is to deliver high quality local produce & customer service. As multi award winning delis, cafés and grocery stores with Post Offices in the stunning coastal locations of both Appledore & Instow, we're a growing & inspirational business offering a full range of local & homemade products. We consistently strive to bring new produce, events & concepts to our customers all in a relaxed and vibrant ambiance.

### **The Role:**

We're seeking a friendly and customer-focused individual with current retail experience and preferably Post Office trained to join our team. Delivering excellent standards of customer service, you will greet and assist customers and create an enjoyable shopping experience with a friendly and helpful attitude. In addition to providing an excellent service to customers, you will be responsible for merchandising produce, stocking display units and carrying out stock rotation. You'll be able to multi-task and prioritise your workload and will be responsible for stock taking, reconciling deliveries and ensuring the accurate processing of goods purchased across the whole store. Post Office transactions form part of this role. Ideally would need to partake in customer deliveries and to Appledore store in the company van.

You'll also need to be available to work a range of shift patterns, including weekends. Would have to be 25 or over if customer deliveries formed part of this role in line with our insurance requirements to drive the van.

### **The Person:**

With recent experience in a customer facing retail role and preferably PO trained, you'll be a people person and team player with a desire to deliver excellent standards of customer service. Able to work in a calm and professional manner when under pressure, you will have a great sense of humour and the ability to work flexibly and methodically. With a proactive approach to your work, you will have the ability to communicate with a wide range of people at all levels and will have a strong numeracy and IT skills. Clear & concise communication essential with customers & colleagues including COVID-19 safety guidance. A passion for food & drink will help you to talk to customers about our products. A clean & current driving licence is required.

### **The Rewards:**

In return, we offer competitive rates of pay and holiday, staff discounts, a welcoming and supportive work environment and you'll be part of a multi-award winning and growing business. In addition, we provide new staff with a training program and the opportunity to work in stunning locations.

# Johns

café  
delicatessen  
bakery  
local specialities  
wine

**How to Apply:**

If you possess the experience, passion and attitude to make this role a success then we would love to hear from you. Please submit a CV and covering letter explaining why you want to work for Johns, what makes you stand out for this role and how you heard about us. Applications should be sent to [careers@johnsofinstow.co.uk](mailto:careers@johnsofinstow.co.uk) by 6<sup>th</sup> February 2022.

Please note if you do not hear from us within 2 weeks of the closing date, we are sorry to say that on this occasion you have been unsuccessful.