

Job Specification

Job Title	Garden Centre Sales Assistant/Till Operator
Location:	The Shop The Gardener's Garden Centre Rushmore Hill, Knockholt, Kent TN14 7NN
Type:	Permanent, Part Time
Days:	Wednesday, Thursday and Friday
Hours:	24 hours per week rota'd between 8:00 am and 6:00 pm
Rate of Pay:	£10.00 per hour

Coolings The Gardener's
Garden Centre
Rushmore Hill, Knockholt,
Sevenoaks, Kent,
TN14 7NN
Tel: 01959 532269
Email: rushmorehill@coolings.co.uk
Web: www.coolings.co.uk

At Coolings, we take pride in offering excellent customer service. We are looking for an enthusiastic and attentive person to join our shop team, who will also enjoy delivering a high standard of customer service. Smart appearance and confidence are required as the successful applicant will be liaising with customers. There is heavy lifting involved. Horticultural knowledge preferable but not essential as training will be given.

Duties will include:

- Offering advice and guidance to our customers regarding shop and gardening products
- Particular areas for replenishment are compost, aggregates and fencing departments
- Operating an EPOS till system and taking all forms of payment from customers
- Completing delivery notes as required
- Assisting customers with their purchases including packing and carrying to car if required
- Keeping the department clean and tidy at all times
- Checking incoming stock and informing of any shortages etc.

Key Skills required for role:

- Customer service focused
- Ability to work on their own as well as part of a team
- Ability to provide high levels of customer service
- Active and fairly fit
- Trained as a fork-lift truck driver an advantage

Uniform is provided

Own transport arrangements are **essential** as public transport is not reliable to Coolings

If this role appeals to you and you are interested in joining the team at Coolings, please apply with a copy of your cv to:

Jane Hopson, Office Manager
at workforus@coolings.co.uk

Closing Date : Monday 10 January 2022

