

Retail Volunteer Opportunity

We are on the lookout for Retail Volunteers to support our friendly Shop team. Could this be the role for you?

This is an exciting opportunity to work alongside our existing team to help with the smooth running of our shop, which plays a vital role in raising funds to help support not only the animals in our care, but also those we support in the community.

Day to day responsibilities will include but not be limited to:

- Pricing of new stock as directed
- Replenishing stock in the shop and creating displays
- Monitoring monthly stock levels including data entry
- Assisting with order processing

Commitment:

Flexible, but a regular commitment of at least 2-3 hrs a week is needed.

Skills and experience:

We would like you to have:

- Good customer service skills
- A calm, positive and friendly personality
- An organised and systematic approach
- A basic level of numeracy
- Problem solving abilities

Beneficial but not essential:

- Previous experience in retail or customer service
- Working knowledge of Microsoft Office
- Experience handling money and using a till

Own transport is beneficial due to our location.

Training and support will be provided for this role as appropriate.

For further information and how to apply visit www.oaktreeanimals.org.uk

or contact Lotte Morgan lottem@oaktreeanimals.org.uk

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