

# Hospice at Home

6 Carlisle and North Lakeland

**Title:** Assistant Shop Manager  
**Organisation:** Hospice at Home Carlisle and North Lakeland  
**Base:** Carlisle  
**Salary:** £8.91 per hour  
**Type:** Permanent  
**Hours:** 17 hours (flexible over 6 days)  
**Reference No:** HHCNLH72

Hospice at Home are independent charitable organisations committed to providing high quality patient care. An opportunity has arisen for an Assistant Shop Manager to support the Shop Manager in the Carlisle Shop and Storage Unit

The post holder will support the Manager in ensuring the profitability and efficient running of the Carlisle Charity Shop located at 63 Castle St, Carlisle CA3 8SL. The post holder will ensure the promotion of the Charity in all aspects of work in a professional and efficient manner. The role will include guaranteeing the highest standards of customer care, to be proactive in generating and sorting donated goods from the public and encouraging growth in shop turnover, supporting the shop volunteers, being responsible for accurate financial and administrative procedures and to maintain high standards of displays throughout the shop.

We would like to hear from you if you have retail experience, the ability to communicate effectively with staff, volunteers and customers and are flexible in the hours specified.

Please contact Jane McDonnell, Shop Manager at the Carlisle Shop for an informal discussion and further information. 01228 550119

Please contact Liz Edmondson, HR & Estates Manager on 01228 603208 for a job description and application form.

Closing date for applications: 06/01/22

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