

## PERSON SPECIFICATION

<b>Job Title</b>	Weekend Retail Assistant
<b>Hourly Rate</b>	£11.50 per hour
<b>Contract Type</b>	Part Time
<b>Reports to</b>	Zoo Manager

	ESSENTIAL	DESIRABLE	VERIFIED BY
<b>QUALIFICATIONS/TRAINING</b>			
First Aid Certificate.		✓	Application Form / Certificate
<b>KNOWLEDGE/SKILLS/ABILITIES</b>			
Ability to deal with customers in a retail environment.	✓		Application Form / Interview
Ability to use computers.	✓		Application Form / Interview
Ability to complete basic administration tasks.	✓		Application Form / Interview
Ability to prioritise workload for efficiency and achievement.	✓		Application Form / Interview/
Ability to work both with and without supervision.	✓		Application Form / Interview
Ability to take a common sense, practical and positive approach to work.	✓		Application Form / Interview
Ability to work weekends and occasional evenings as part of a shift rota.	✓		Application Form / Interview
Attention to detail.	✓		Application Form / Interview
Health and Safety awareness from personal and public point of view.	✓		Application Form / Interview
<b>EXPERIENCE</b>			
Experience of working in a retail environment.	✓		Application Form / Interview
Handling cash.	✓		Application Form / Interview
Working in a customer facing role and delivering high standards of customer service.	✓		Application Form / Interview
<b>PERSONAL ATTRIBUTES</b>			
A positive and ambitious attitude.	✓		Application Form / Interview
Age 18 and over	✓		Application Form / Interview
Calm.	✓		Application Form / Interview
Smart and presentable.	✓		Application Form / Interview
Flexible.	✓		Application Form / Interview
Trustworthy and reliable.	✓		Application Form / Interview
A team player – working in a small team, supporting colleagues to achieve the best results.	✓		Application Form / Interview
Friendly and approachable.	✓		Application Form / Interview