

Sales Assistant

The Shop, York

Criteria	Essential	Desirable	Method of Assessment [Application or interview?]
Qualifications	<ul style="list-style-type: none"> • A*-C grade in GCSE English and Maths (or equivalent) 	<ul style="list-style-type: none"> • First aid certificate • Relevant A-levels (business studies, management etc.) 	CV, application form
Skills	<ul style="list-style-type: none"> • Excellent in-person and telephone communication • Strong organisational, planning, admin skills • Microsoft Office proficiency (particularly Excel) • Ability to motivate individuals • Strong sales skills • Attention to detail 	<ul style="list-style-type: none"> • Social media and other digital marketing skills • Proven leadership skills 	Application form, interview
Experience	<ul style="list-style-type: none"> • At least 12 months' experience as a Sales Assistant (or similar retail role) 	<ul style="list-style-type: none"> • Experience in fashion retail • 12 months managerial experience 	Application form, interview
Personal attributes	<ul style="list-style-type: none"> • Self-motivated • Enjoys working as part of a team 	<ul style="list-style-type: none"> • Interest in ethical fashion 	Interview