

Sales Assistant Application Pack

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1. Job Description
2. Application Form

Application Process

- Please read the enclosed forms and hand in the completed application form to the GSA Shop. (If you decide not to apply, please return the blank forms to us so that we can reuse them).
- If your application is successful you will be invited to attend an interview and informal trial. You will be informed by email if your application has been unsuccessful.
- Your interview will last approximately 30 minutes and will be conducted by the Retail Manager and General Manager. Your informal trial will last approximately 45 minutes and will take place in the heritage shop with members of the existing retail team guiding you.
- If you are successful at interview, you will be contacted and your induction and first shift(s) will be scheduled. Subsequent shifts will be scheduled within shift patterns agreed with the Retail Manager. You will be informed by email if your interview has been unsuccessful.

Notes for Application pack

- Deadline for applications is **midday Monday 17th February 2014**.
- All applicants should be available and flexible to work weekdays and weekends, during term time, over holiday periods and occasional evenings.
- We are currently looking for applicants who are available to start at the beginning of March and we are looking to cover a variety of shifts patterns. Please specify in your application how many hours you are ideally looking for per week.