

Vacancy Newsletter

east lothian
works

Role: Customer Assistant nightshift

Company: Tesco

Location: Haddington

Hours per week: 22.50

Job Description:

It takes lots of different people to run a store and this is a job for doers, with plenty of variety. It's a committed role, full of everyday challenges, but that's one of the things that makes it so exciting.

Being a colleague in one of our stores means that you will help to serve our shoppers better every day.

You'll meet great people, learn new things and be part of a specialist, diverse team where everyone is welcome.

- Serving customers on our checkouts ensuring they receive an easy, seamless and personalised experience
- Delivering department routines
- Manually condensing stock and handling products with care to maintain product quality
- Championing the reduction of food waste
- Following company policies and adhering to health and safety guidelines
- Being knowledgeable about the products and services in my store and helping customers by giving great natural service
- Replenishing products within my store
- At times, you may be required to accept deliveries into the store

You will need

- A passion for delivering great service, greeting customers with a smile and serving them with pride
- The ability to build rapport with customers, meaning they leave the store having experienced a great shopping trip
- To take the initiative and make decisions that are right for our customers
- Work well within a team and communicate effectively and openly with others
- Build relationships with colleagues to create a team spirit, having fun and celebrating success
- Be at work on time, well presented and ready to be a brand ambassador

Please note you must be over 18 to apply for this role

Apply through Tesco's website: [Tesco \(tesco-careers.com\)](https://www.tesco-careers.com)

Role: Online Service Colleague - Days

Company: ASDA

Location: Dunbar

Hours per Week: 25

Salary: £9.36 per hour

Job Description:

As one of our Online Service Colleagues, you're in the shoes of our customers who've put their trust in you to pick their shopping. You'll be using the latest technology to navigate around the shop floor to pick their shop and to pack it carefully.

Wherever you are we put our customers first. With excellent service and 'extra special' products we work as a team to maximise sales and deliver a great online shopping experience. If you're looking for variety, and can be flexible with your working shift patterns, then there's something to suit everyone in 'online' - you could be working early mornings, evenings and weekends.

About You:

You'll be naturally friendly and want to get stuck in, working with your team to deliver great results. You'll have an enthusiastic approach and be passionate about delivering the best online shopping experience by ensuring the smooth and safe running of the operation. You'll be able to lift items of all shapes and sizes. You'll be able to meet deadlines and demonstrate attention to detail when picking products.

Apply through Asda's website: [ASDA | Careers](#)

Role: Retail Receptionist

Company: Wren Kitchens

Location: Edinburgh – Fort Kinnaird

Hours per week: 37.5 Mon-Fri

Salary: Competitive Salary OTE £20,700

Main Responsibilities:

- Provide an excellent customer experience by meeting and greeting all customers coming into the showroom, advising them of our products and design process
- Answering any internal/external phone calls whilst proactively contacting customers to confirm their upcoming kitchen designer appointments
- Have good knowledge of the designer dashboard to support the sales process
- Support the Management team with tasks such as monitoring the showroom diary for availability and cancellations, the roll out of rotas, facilitating conference calls and staff reviews
- Assist in the creation of performance-based reporting, monitoring staff performance and task outcomes
- Measure the quality of customer experience via follow-up calls after quotations. Also liaise with the Installations Team and Customer Service for customer queries and feedback
- Carry out H&S/stock checks to submit to Head Office as and when required

About you:

- Must have a professional attitude and appearance
- Must be proactive and able to respond to Ad Hoc tasks
- Must have strong IT skills and be proficient in Microsoft Office Suite
- Possess strong verbal and written skills
- Previous receptionist experience is desirable but not essential

Apply online: [Retail Receptionist - Wren Kitchens \(wrencareers.com\)](#)

Role: Barista Maestro
Company: Costa
Location: Haddington (Tesco) - Musselburgh

Hours per week: 16

Salary: £9.89 – 10.89 per hour (dependant on the size of the store) rising with training

A bit about the role...

As a Barista Maestro you'll be the team leader inspiring the team every day, keeping customer service at the heart of everything you do, dedicated to creating incredible experiences for our customers. In addition to this you will enjoy the following:

- Act as a team leader by coaching and supporting the team to deliver unbeatable experiences, while ensuring all procedures are followed, taking the lead on shift
- Deploy the team according to the trading pattern, ensuring right people in the right place to maximise sales
- Train and accredit new Baristas, inspiring their new adventure with Costa
- Manage the day to day operations of the store when required, being accountable in the absence of the Store Manager
- From the quality of an espresso to the maintenance of equipment, to monthly coffee excellence scores, you'll drive the highest of standards every time
- Maintaining accurate stock levels and ensuring all on-site stock is well stored and persevered

A bit about you...

You will have a passion for leading others and a desire to take on shared responsibility because as we know it's all about working as a team, and of course you will really love delivering amazing coffee:

- Previous Team Leader experience in a fast-paced environment is an essential
- A passion for coffee, customers and colleagues - because sharing your Latte art is a part of the day job
- Constant desire to overachieve by turning knowledge into operational excellence
- Ability to embrace challenges in a fast-paced, team-driven environment
- Excellent interpersonal skills, and obsessive about customer service
- Career driven with a willingness to learn and be bold, brave and action-orientated
- Flexible approach and can-do attitude, as each day can offer exciting new challenges

Apply online: [Barista Maestro Tesco Haddington - Career portal \(dayforcehcm.com\)](https://www.dayforcehcm.com/jobs/1234567890)

There is also an additional position available in Musselburgh [Barista Maestro - Career portal \(dayforcehcm.com\)](https://www.dayforcehcm.com/jobs/1234567890)

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