

# Vacancy Newsletter

30<sup>th</sup> October 2020

east lothian  
**works**

**Role:** Crew Member (Part-time)  
**Company:** McDonald's  
**Location:** Dunbar, East Lothian

Join us and you'll become part of a crew, or a team, that works together to provide the best customer experience. If you've visited one of our restaurants before, you've probably got some idea of what's involved in working here. But you might not realise the variety and scope of the role. We want every McDonald's customer to have a brilliant experience, every time they visit. That means hot food in a clean and friendly restaurant. As a Crew Member, you'll make it happen, whether you're preparing food, serving on the till or being out in the dining areas looking after our customers' needs.

#### *Position Requirements*

Quite simply, you'll be working in our fast moving, high energy environment and we're looking for a genuine smile plus an ability to connect with customers and make them feel valued.

#### *Position Attributes*

To join us as a Crew Member you'll need to be confident in approaching and dealing with diverse groups of people. Friendly, courteous and helpful behaviour will come naturally to you and you'll work well as part of a team. Effective communication skills such as attentive listening, face-to-face verbal communication and eye contact are a must. You'll also need to understand the importance of maintaining high standards of quality and service as well as cleanliness. The ability to maintain high energy levels whilst working both efficiently and productively is essential. Finally, your appearance should be smart and clean.

[https://careers.peopleclick.com/careerscp/client\\_mcdonalds/crew/jobDetails.do?functionName=getJobDetail&jobPostId=296550&localeCode=en-us&utm\\_source=Indeed.com&utm\\_medium=organic&sourceType=PREMIUM\\_POST\\_SITE](https://careers.peopleclick.com/careerscp/client_mcdonalds/crew/jobDetails.do?functionName=getJobDetail&jobPostId=296550&localeCode=en-us&utm_source=Indeed.com&utm_medium=organic&sourceType=PREMIUM_POST_SITE)

**Role:** Seasonal Sales Assistant  
**Company:** Card Factory  
**Location:** Musselburgh, East Lothian

Contracted Hours Available: Various

This is a Fixed Term Contract ending no later than 3rd January 2021.

The pace is fast, our standards are high and we're proud of it, we lead the way after all! It can get really busy in our stores, therefore you need to be able to manage lots of customers, busy tills and juggling multiple tasks. But don't worry, you'll have lots of fun along the way and you'll understand why you need to be a little bit mad to work here!

- Provide excellent customer service at all times to help each customer celebrate their life's moments
- Process all sales politely, efficiently and accurately whilst up-selling on till products
- Price and merchandise stock and products correctly
- To work with the team unloading and unpacking the deliveries
- To assist with stock takes, which may include working outside the store's normal opening hours
- Retail experience is not a necessity when beginning your Card Factory story. We look for personality and a passion for customer service above all else!

We want to support a work/life balance, therefore don't worry if you're not available all hours of the day – just tell us via the application form when you are available to work!

The Ideal Candidate

*Are we right for you?*

We are Grafters at Card Factory, and we really do earn the title! The pace is fast, our standards are high and we're proud of it! We work very hard to meet the needs of our loyal customers. We understand work – life balance and can offer flexible arrangements to suit both you and the business in certain areas.

*Are you right for us?*

The role requires someone who likes to be busy, can multitask and embraces change. Above all, you'll be customer focused and will bring your best to the team!

*What's in it for you?*

- 15% staff discount
- Mycardfactory – discounts on everything from holidays to shopping, to mobile phone contracts
- At least 28 day's holiday, including bank holidays
- Employee Assistant Programme
- Workplace Pension
- Card Factory Foundation (our charity)
- Loyalty awards (length of service awards)
- Excellent development opportunities via our internal Academy programme
- Working hours & shift patterns which suit both you and the store.
- Please note due to insurance purposes candidates have to be over the age of 16 to work at Card Factory.

We advise applying early to avoid disappointment as applications will be reviewed regularly.

<https://www.indeed.co.uk/jobs?q&l=East%20Lothian&radius=15&fromage=3&start=10&vjk=e a02b1550d979270>

**Role:** Customer Assistant – Customer Team Member  
**Company:** Co-op  
**Location:** Ormiston, East Lothian

Pay: £9.00 per hour & amazing benefits.

Contract: 12 hours per week + regular overtime, permanent, part time

No experience needed as full training given

Working pattern: 5 varied shifts over 7 days including early mornings from 6am, afternoons, late evenings (store closing) and weekends, to be discussed at interview

#### *What you'll do as a Customer Assistant*

- There's lots involved in being a Co-op customer assistant. The pace is always fast, with different duties to take on through your shift. Here are some of the key tasks:
- Providing friendly, considerate customer service (and really getting to know customers)
- Preparing and presenting our products, including from the bakery
- Keeping the store well stocked and looking good
- Thinking on your feet if there's an issue or problem to solve
- Promoting Co-op membership, and the local projects we support

We're not looking for any specific experience or qualifications – we provide full training. It's your personality, skills, motivation and values that matter. You'll need to show us:

- A real passion for customer service
- Great communication and listening skills
- The ability to work well in a team, and achieve team and individual goals
- An enthusiastic approach and willingness to support your colleagues when the store gets busier
- The flexibility to work a range of shifts to support the opening times of the store.

#### *Why Co-op?*

Teamwork is a big part of the job. As your experience grows, you can take more responsibility on and receive plenty of opportunities to develop your career. We also offer a rewards package that stand out, including:

- A competitive pay rate
- Premium rates for hours worked before 6am or after 10pm (and on Boxing Day/Good Friday/Easter Sunday)
- Flexible shifts/working hours and regular overtime opportunities. We provide rotas to your mobile phone 3 weeks in advance. So, you have time to plan around your shifts
- 10% discounts on all food products, including 20% on own brand at payday weekend
- Discounts on other Co-op products and services
- Pension with up to 10% employer contributions.

At interview, we'll ask you to provide additional times for when you can work during the week, we call this preferred availability. As part of your application, you'll need to complete a 20-minute online assessment.

We can make reasonable adjustments to our interview process according to your needs. You can find out more about our people policies at [coop.co.uk/peoplepolicies](https://www.coop.co.uk/peoplepolicies).

<https://jobs.coop.co.uk/job/-/22964/2135427408?src=JB-10072&mediaGuid=fe2de7ad-3df7-4213-8e9c-80df3a1f353e&bidCode=3de61b57-32c3-4a13-a794-8832a505c859>

**Role:** Customer Assistant  
**Company:** Lidl  
**Location:** Prestonpans, East Lothian

£9.30 up to £10.50 per hour\* (pro rata). Part time hours are between 10 - 30 hours. Full time hours are between 31 - 40 hours.

Our Customer Assistants work together as a team to ensure their store is clean, tidy and well-ordered so that customers can get the products they love and need. Shifts include the weekends, but whether you have family commitments, are studying or have an extraordinary hobby, we make sure our rotas are available 3 weeks in advance so you can get the most out of your days off.

*As part of your application, you will be asked to complete three online exercises taking fewer than 20 minutes, designed to provide us with a more in-depth understanding of you and your potential as a member of our team. If everything goes well, someone from the recruitment team will get in touch to chat about your application over the phone and following this you may be invited to face to face interview.*

#### *What you'll do*

- Unpack stock as deliveries arrive in store
- Providing excellent customer service on the tills
- Help our customers with any questions or queries, and locate items around the store
- Ensure the bakery stays topped up by baking fresh goods
- Ensure shelves are looking good, checking for sell by dates, ensuring quality and freshness for our customers
- Merchandising and maintaining our middles aisles of non-food products.

#### *What you'll need*

- Some experience of working in a fast-paced environment
- The flexibility to start an early shift at 5am or finish a late shift at 11pm
- The ability to react positively to changing priorities
- The initiative to identify tasks that need to be completed
- The drive to work hard and contribute to the success of your store
- A friendly communication style with your team and customers
- Experience in providing excellent customer service

#### *What you'll receive*

Working at Lidl is rewarding, in every sense, because we give you the training to succeed in your role and plenty of opportunities to progress your career here. We're proud to offer a competitive hourly rate from £9.30 up to £10.50 (\*depending on experience) with 30 days' holiday per year (pro rata). Save for your future with our pension scheme or save today with a 10% in store discount, plus extra discounts on days out, cinema tickets and much more.

*Please note your employment is conditional upon the Company's receipt of satisfactory references and if requested by the Company, a satisfactory Disclosure and Barring Service check.*

*Disclaimer: due to the high volume of applications we receive, we reserve the right to close a vacancy earlier than the advertised date. This is to ensure our teams can manage application levels while maintaining a positive candidate experience.*

<https://careers.lidl.co.uk/jobs/customer-assistant-part-time-gb-058520>

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