



BATA

JOB SPECIFICATION

Position: Part Time Forecourt Operative

JOB ROLE PROFILE

Business:	BATA Group
Role:	Forecourt Operative
Job Type:	Permanent - 24 hours per week 4 shifts over 7 days
Pay:	£8.60 to £11.44 per hour
Benefits:	Company Pension, Employee Discount, Company Sick, Company Events
Reporting to:	Forecourt and Convenience Store Manager
Work Location:	Gate Helmsley, York, YO41 1NF

BATA Group supply animal feeds, fuel, and an extensive range of other goods and services including testing, storage, manufacturing, merchandising and distribution. Thompsons of York are an integral part of our business manufacturing feeds mainly for pigs and poultry.

We are looking for an enthusiastic and motivated Forecourt Operative to join our team at Gate Helmsley.

In this role you will be responsible for all aspects of customer service, product knowledge, stock handling, product display and merchandising along with all the associated administrative procedures and cash reconciliation.

We are looking for someone with high standards and confident interpersonal skills, who will deliver excellent customer service.

Key Skills & Attributes

- Customer service skills
- Self-motivated and able to work independently
- Flexible with a can-do attitude
- Good at building relationships with colleagues and customers

Key Tasks

- Excellent customer service at all times in line with Company standards.
- Responsible for encouraging sales wherever possible and processing orders.
- Responsible for completion of all necessary paperwork and carrying out basic administration.
- Stock implementation / stock rotation / stock control.
- Cash control and cash reconciliation.
- Responsible for store housekeeping to the highest standards.

If you are interested in this role and would like to explore joining our team, please contact us by email with a covering letter and your CV.