

Volunteering Opportunity at Bath Bike Workshop

Title: Bath Bike Workshop Front of House Sales Assistant

Reporting To: Social Enterprise Operations Manager

About The Bath Bike Workshop:

The **Bath Bike Workshop** is a social enterprise. Bath Bike Workshop is one of several social enterprises which Julian House has developed to support our service users into meaningful occupation.

The Workshop can be a very busy place - Donated used bikes are rebuilt and repaired in the Workshop, we undertake servicing and repairs on customers bikes, and sell new/used bicycles and accessories in our Bike Shop and eBay shop.

The main purpose of your role will be to be our Front of House Sales Assistant – the first person that our customers come to when they come in the door – Ideally we are looking for someone with a people friendly manner who is self-sufficient and able to work as part of a team. You will operate the till, handle cash, keep records, answer the phone, take bookings and help run the eBay account – and make bike sales. A high level of knowledge about bikes is not necessary – but being happy to learn about bikes - and sell them will help!

Training is given in all areas and we ask that applicants are particularly interested in focusing on a sales role and are prepared to commit to at least one day per week for at least 4 to 6 months.

Applying for the position: Please contact our volunteer coordinator Sandra Lockwood by telephone or email to apply for this position:

Tel: 01225 354657

Email: sandral@julianhouse.org.uk

Please note that volunteers must be at least 18 years old to work at the Bike Workshop.