

Gift Maker/Seller - Cheshire Oaks Pop-up Shop

Part time, flexible hours, minimum wage plus sales bonus



Cleancut Wood is a small manufacturing business on the Wirral, owned and run by Stuart & Rosie Treasurer. We have a workshop in Hoylake with CNC and laser engraving machinery to make and engrave predominantly wooden gifts, which are sold online via our website (www.cleancutwood.com) and other sites such as notonthehighstreet.com. We are on Facebook/Instagram @cleancutwood.

We also have an innovative retail shop at Cheshire Oaks, in a converted horse trailer sales unit. Here we sell pre-made gifts and carry out personalisation while-you-wait using a small laser engraving machine in the unit. Typically, we can make orders for people within 30 minutes or an hour when busy.

We are looking to recruit a handful of extra staff to make and sell our personalised gifts on a flexible shift basis. You will work alongside us initially, but with a view to running the unit on your own. We ask for some experience in graphic design or using a laser-engraver and working in retail or customer service, but we are more interested in aptitude and personality than extensive experience.

Hours will be part-time and flexible, including some daytime but also evenings and weekends. We need staff coverage at Cheshire Oaks for the full opening hours of the centre, which are currently 10-8 Monday - Friday, 9-8 Saturday, 10-6 Sunday. At busy times such as school holidays, they are often longer, for example summer holidays (9am – 9pm) and especially Christmas which can be 8am until 10pm.

Cheshire Oaks is a safe and pleasant place to work, with a very nice clientele. Working in the trailer is fun and it can be very rewarding to create gifts that customers are delighted with. We are a low-pressure sales environment and we have high standards of customer care.

We offer a starting pay of the minimum wage plus a non-contractual sales bonus, and an employee discount. We have plans for expansion to other pop-up sites in the region and eventually further afield, including a mobile pop-up that will attend festivals, fairs, etc.

For more information please see below.

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Basics

- excellent spoken/ written English, good number skills
- no UK employment restrictions
- basic computer skills inc. Word and Excel
- physically able to access trailer (narrow doorways, high step and restricted internal space)
- able to commute to Cheshire Oaks

Essential

- mature attitude to work (punctuality, politeness, interpersonal skills etc)
- basic retail or customer service experience
- professional appearance, calm under pressure (make orders while dealing with customers)
- ensure customers have an excellent experience with us and want to return
- can prioritise workflow of orders and admin tasks
- comfortable in small space with one or two others, also happy operating unit alone
- creative, an eye for design, set up and modify simple graphics, eg fonts and line drawings
- physically able to set up/close down trailer, arrange displays, housekeeping, moving stock
- willing to help us improve our products and processes, learn and pass on skills to others

Desirable

- basic experience operating a laser engraver
- graphic design experience (eg CorelDraw or similar graphics package)
- an eye for merchandising, developing new displays, eg seasonal themes and events
- photography or video-making skills to enhance our listings, marketing and social media
- skills in updating photos & online listings, create new content
- design new products, customer testing, sales, develop into bestsellers
- promotion of a business on social media
- interest in managing a sales unit for us elsewhere with our support
- interest in promoting business eg trade shows, recruit and manage others under our system
- full UK driving licence (any points or restrictions should be disclosed)

Applying

- Please send a CV and a sheet of A4 explaining what you can bring to our team and email us at jobs@cleancutwood.com.
- You can also contact us on 07758 737 770/07979 506 913 and we will be happy to chat
- If you wish you may include a link to anything you have online that you would like us to see.
- It always helps if you can show us you have taken a little time to research us and learnt a bit about what we do.
- If you are visiting Cheshire Oaks, by all means stop by and say hello