



Galway Simon Community



#CES-2357185

GALWAY SOCIETY FOR THE PREVENTION



OF CRUELTY TO ANIMALS, Unit 40A, Briarhill

Business Park, Galway, H91 T66T



No of positions : 2



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



14/10/2024



25/11/2024

## How to register your interest

To register your interest, take note of the scheme reference number and then:

- [Sign in](#) using your MyGovID account

( Search using the scheme reference number and submit your details )

or

Contact a case officer in your [local Intreo Office](#)



Open your camera app & point here to view this ad online



## Shop Assistant (CE Scheme - GSPCA)

### Application Details

Eligibility to participate on CE is generally linked to those who are 21 years or over and in receipt of a qualifying social welfare payment for 1 year or more or 18 years and over for certain disadvantaged groups. Your eligibility will have to be verified by the Department.

You can register your interest by selecting the 'Register your interest' button or you can contact an Employment Personal Advisor (EPA) in your local Intreo Centre.

### Job Description

#### Duties

This is a developmental opportunity, no experience necessary. Accredited training will be provided to support your career.

Timely opening of the shop, Monday to Saturday inclusive, in co-operation with other staff.

- Ensuring that the shop is clean and tidy before opening for business.
- Ensuring that customers are always treated with regard, respect and discretion.
- Answering the telephone and handling customer enquiries.
- Organising the sorting and disposal of goods
- Attending training and meetings as required.
- Ensuring that the shop is adequately stocked with clean, good quality items, correctly priced and labelled and presented attractively.
- Ensuring that the till is never left unattended, reconciling the cash at the close of business and updating the shop income book.
- Closing the shop in the evening.
- Adhering to Health and Safety regulations.

- Sharing the cleaning rota with other members of the shop team.

It is desirable that the successful candidate is an animal lover.

- **Sector:** other service activities