

Job Title:

Market Stall Assistant

**Main purpose of job:**

To help set up market stall, serve customers, re-stock and pack up market stall

Relationships:

- a) Responsible to: The Managers and Partners
- b) Responsible for:
- c) Liaison with: Farm Shop, Farm and Café staff, Managers, Partners and Customers

Main tasks of the job:

- Helping to set up and pack up market stall to include putting up canopy and display stands, product location, topping up, price checking and price ticket display
- Liaising with and serving customers
- Operating the weigh scales
- Adding up accurately with a pen and paper, operating the card machine, calculating change for cash payments
- Offering advice on products to customers
- Gain a specialist knowledge of the products you are selling
- Communicating with colleagues, Managers and Partners to ensure customers' requests are catered for
- Responding to customers feedback
- Keeping display areas fresh and topped up
- Keeping all areas tidy and clear as required
- Checking stock levels and reporting
- Reporting any breakages, damages, shortages, spillages and actioning
- Take reasonable care of your own and other people's health and safety
- Take responsibility for using all equipment correctly
- Adhere to all food hygiene regulations and procedures
- Manual handling
- On your feet for the shift
- Being well mannered and polite to customers and work colleagues at all times
- Personal hygiene to highest possible standards
- Uniform = Washingpool T-shirt, sweatshirt, body warmer and fleece, smart trousers/jeans, flat closed toe shoes/boots
- Responsible for cleanliness of all uniform and footwear
- Time sheets to be completed correctly at end of each shift

The above is not an exhaustive list of duties and you will be expected to perform different tasks as necessitated by your changing role within the organisation and the overall business objectives of the organisation.

Job description approved by: Bryony Brock

Date: 3rd April 2025