

<b>Eternal Benefits</b> <b>Person Specification – Swoop Shop Manager</b>
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Essential	Desirable
<ul style="list-style-type: none"> <li>▪ Ability to Manage the Swoop Shop</li> <li>▪ Willing to undergo necessary training to fulfil the role i.e. H &amp; S, manual handling regulations etc</li> <li>▪ Commitment to working with anyone in need</li> <li>▪ A strong desire to see people made whole (mind, body and spirit)</li> <li>▪ Clean Drivers license - must have held a license for at least two years, be <u>over 21 and under 70</u></li> </ul>	<ul style="list-style-type: none"> <li>▪ Appropriate qualifications</li> <li>▪ Already involved in voluntary work</li> </ul>
<b>Experience In</b> <ul style="list-style-type: none"> <li>▪ People skills Working with difficult people</li> <li>▪ Proven leadership ability</li> <li>▪ Organisational ability</li> <li>▪ Running a project</li> </ul>	<ul style="list-style-type: none"> <li>▪ The retail trade</li> <li>▪ Recycling</li> <li>▪ Telephone diplomacy</li> </ul>
<b>Personal Attributes</b> <ul style="list-style-type: none"> <li>▪ Have appropriate literacy, numeracy &amp; IT skills to manage a project</li> <li>▪ Able to work in a polite and calm manner when under pressure</li> <li>▪ Able to show willingness, initiative, creativity to pro-actively ensure the success of the project</li> <li>▪ Willing to work flexible hours for the good of the charity and its beneficiaries</li> <li>▪ Able to adapt to market forces</li> <li>▪ Must have a clear understanding of the Christian faith and be in agreement with the aims and objectives of the charity</li> <li>▪ Excellent time management</li> <li>▪ Kind, compassionate, patient and self control</li> </ul>	<ul style="list-style-type: none"> <li>▪ Able to work as part of a team</li> </ul>