

## **Position Details**

**Position ID:** 126821

**Name:** Customer Service

**Short Description:** We are seeking volunteer who like to keep busy, who can support us with tasks that could include styling clients, general cleaning and tidying of store and arranging of stock.

**Description:** Your role will be assisting in a retail store that offers styling and clothing for interviews. You will work with individuals to supply them with appropriately styled clothes to attend job interviews, be open-minded and work in a pleasant, encouraging environment.

General duties could include:

- using skills in retail and styling, with an interest in styling individuals
- provide styling tips
- supporting and serving clients with a pleasant manner
- display clothing in an easily accessible way
- ensuring the store is clean and presentable.

**Requirements:** Retail and customer service skills would be a bonus, but not a requirement.

- strong customer service and communication skills
- maintain confidentiality at all times
- encourage a feel good environment working in a team environment.

**Address1:** U7 Centerpoint Arcade, 132 Little Malop Street, Geelong, Victoria, Australia, 3220

**Commitment:** Regular - more than 6 months

**Time Required:** 9.30am till 4.30pm. Times can be split into morning and afternoon shifts.

**Accessible:** No

**Age Range:** 18 to 75

**Training:** Orientation with On-going support provided.

**Reimbursement:** Tea/Coffee provided.

**Transport:** Public transport routes near-by.

**Volunteers needed:** 3

**Urgent:** Yes

## **Agency Details**

**Agency ID:** 17751

**Agency Name:** Suited for the Job

**Address1:** U7 Centerpoint Arcade, 132 Little Malop Street, Geelong, Victoria, Australia, 3220

**Email:**

## **Contact Details**

**Full Name:** Ms Rachael Marshall

**Email ID:** suitedforthejob@justice.vic.gov.au

**Contact Address1:** U7 Centerpoint Arcade, 132 Little Malop Street, Geelong, Victoria, Australia, 3220

**Mobile Phone:** 0427 996119 Mon>Fri 9am>5pm