



<https://home-hardware.co.uk/job/hiringsales-assistant-in-prestwick-8-hours/>

Sales Assistant – Prestwick – 8 Hours

Description

At Wright's Home Hardware we pride ourselves on the outstanding level of customer service we provide to our customers in a friendly and relaxed atmosphere. As a Sales Assistant your role is to assist the customer and promote sales in accordance with company policy.

Responsibilities

- Maintain outstanding housekeeping levels within the shop
- Carry out all duties relating to Health & Safety matters in accordance with the company's Health & Safety Policy Document [in liaison with HR Services Scotland?]
- Being part of the team creating a friendly, pleasant and welcoming environment for customers instore
- Serving customers in a pleasant and courteous manner ensuring their wellbeing
- Ensure stock items are filled up daily, keep shelving tidy and assisting with product display
- Correctly price and code merchandise according to company guidelines ensuring price tickets are well displayed ensuring missing tickets are replaced
- Deal with incoming telephone calls from customers and colleagues using the company salutation
- Escalate all shop complaints / faulty products to the Shop Manager or Assistant Shop Manager
- Work as part of a team to maintain the correct stock levels on your shop stock control system; this involves daily checks of empty spaces, seasonal stock checks and a full annual stock check.
- Be responsible for operating the cash register, handling cash, credit / debit cards and customer credit accounts issuing receipts with accuracy ensuring the security of the cash register at all times
- Deal with exchanges and refunds in line with company policy
- Assisting the customer with special product orders and processing these to Home Hardware (Scotland) Ltd or through other direct suppliers
- Carry out any other duties as required from time to time by the Shop Manager

Skills Required Essential

- Excellent customer service skills.
- Organisational skills and the ability to multitask.
- Good time keeping.
- High level of personal hygiene.
- Comply at all times with the company dress code.
- Flexible in the hours you are able to work.
- Good communication skills.
- Comply at all times with the company Health & Safety policy.

Wrights Home Hardware

Job Location

93-95 Main Street, KA9 1JS,
Prestwick

Employment Type

Part-time

Rota

8 Hours Per Week:

- **Monday: OFF**
- **Tuesday: OFF**
- **Wednesday: OFF**
- **Thursday: OFF**
- **Friday: OFF**
- **Saturday: 9:00am – 17.30pm**
- **Sunday: OFF**

Pay Rate: Based on Age

Responsible To

Shop Manager, Assistant Manager,
Area Manager

Job Benefits

Generous staff discount across all
products stocked

Work place pension with The
People's Pension

Date posted

December 17, 2025

APPLY NOW

- This position involves constant heavy lifting 25kg.
- The candidate must be fit and strong.