

Farm Shop Supervisor

Riggs Farm Shop – Todmorden, West Yorkshire

Job Description

Hours full time - Up to 40 hours per week

Duration Permanent

Responsible for All aspects of running a Farm Shop and coordinating /supervising a small team

Required experience: Food Retail: 4 years

Required licence or certification: Driving License, Food Hygiene Certificate

ROLE RESPONSIBILITIES

- Source, price and buy goods
- Provide excellent customer service
- Maintaining a safe and hygienic environment in to ensure that best practice and hygiene standards are in line with local and national guidelines
- Stock Control, order and rotate all stock
- Use of the till to track sales and cashing up
- Plan and undertake special events i.e. taster days
- Responsibility for health and safety
- Coordinate /manage a small team
- Staff recruitment

PERSON SPECIFICATION

- At least 3 years of experience of working in a farm shop environment
- A love of food
- A flexible and driven individual with the ability to work independently towards targets
- Experience of on the job training of staff
- Previous experience with EPOS
- An excellent knowledge of the seasonality of food
- Strong organisational skills
- A calm and considerate manner and the ability to thrive in a varied and busy environment
- Relevant Food Hygiene certificates

- Personable with the ability to get on with all kinds of people and a demonstrated ability to enthuse people

The Job in More Detail...

We are seeking a driven, well presented and articulate individual with a positive 'can do' attitude who can demonstrate their love of food with the skills, knowledge and imagination to provide an interesting and varied mix of products who is able to lead by example in all aspects of the retail environment and is uncompromising in terms of their approach to customer service.

You will also be required to maintain our high level of hygiene standards and to continue to provide a safe and friendly environment for our staff and customers. You will be able to maintain good working relationships with our suppliers and be keen to seek out new supply opportunities being solely responsible for stock control/rotation and ordering, whilst working within set budgets. You must be able to keep records of outgoings and income ensuring that the Farm Shop remains profitable and you must effectively manage staff rotas including arranging cover for staff holidays and coordinating volunteers.

This is an exciting yet demanding role where you will lead the team to maintain our excellent reputation and you will have the opportunity to explore new avenues for providing additional income e.g. courses/workshops utilising our produce.

You will be responsible for enquiries, pricing, displaying and sales of the produce which includes fresh vegetables, eggs and meat. With support from our General Manager you will provide work-based training of new staff members, enabling them to support you in your role and gain the skills necessary to progress through the catering and / or retail sector. There is a holiday allowance of 28 days a year, as the Farm is open on most bank holidays and you may be required to work. This will be demanding but immensely rewarding role.

ABOUT Gordon Rigg Garden Centre ... Gordon Rigg's has a proud, long history, inspiring gardeners since 1945 and remains a family owned and run business offering an exceptional and diverse range of garden and home products at fantastic prices!

Gordon Rigg Garden, Home & Leisure, Todmorden, is one of the largest Garden Centres in the North West, enjoying over 60,000sq. ft. of retail space and was voted best Garden Centre in the North, 2nd best in the UK by Which? Magazine!

Job Type: Full-time