

Vacancy Newsletter

1st September 2023

east lothian
works

Company: All About Countrywear

Location: North Berwick

Role: Sales Assistant

Hours: Full-time (35 hours per week)

Salary: £13.50 per hour

All About Countrywear is an independent country fashion retailer based on the busy High Street of North Berwick.

The contract hours for this position are 35 per week (10am-5pm 5 days a week).

General Responsibilities

- Greeting customers who enter the shop
- Ensure the efficient daily running of the shop floor including responsibility for processing cash and card payments and daily cashing up
- Merchandising including both window dressing and shop floor displays
- Ensuring shop floor standards are maintained to the highest level, including day to day housekeeping tasks
- Confident working both independently and as part of a team
- Continually developing knowledge of products and brands to be able to assist with customer queries and offer advice
- Involvement in stock replenishment
- Demonstrate flexibility when required within the role and provide holiday and/or sickness cover
- Assist in processing and packing online orders as directed

Skills & Experience

- Previous retail experience is preferred but not essential
- Exceptional communication skills
- Desire to provide excellent customer service and a great personal shopping experience
- The ability to work under pressure and handle challenging situations
- Motivated with excellent attention to detail
- Proficient in POS systems with an aptitude to pick up any new systems quickly

For more information, and to apply online, follow the link: [Indeed.com | Sales Assistant](#)

Company: The Bonnie Badger

Location: Gullane

Role: Waiting Staff

Hours: Full-time

Salary: £22,880 per year

The Bonnie Badger, located in the heart of Gullane, is a charming country hotel. Awarded 5 Stars by AA, the hotel features bedrooms, an impressive dining room, a pub bar, and an outdoor garden area.

They are looking for passionate and professional Waiting Staff to join our successful team at The Bonnie Badger. This is a permanent full-time position, working 4 days out of 7.

Ideal candidates should have:

- A background of working in a similar role or willingness to learn
- Excellent customer service skills and a desire to exceed expectations
- Enthusiasm for food, drink and providing warm hospitality
- Strong communication and teamwork skills
- Great attention to detail and organisational skills
- Understanding of working under pressure to achieve high standards
- Flexibility and adaptability to work a variety of shift patterns

Salary quoted is based on aged 18+

For more information, and to apply online, follow the link: [Indeed.com | Waiting Staff](#)

Company: Neighbourhood Networks

Location: Dunbar

Role: Community Living Worker

Hours: Part-time (16 hours per week)

Salary: £12.00 per hour

Closing date: 8th September 2023

The Role

You will be involved in supporting the development of local member networks alongside your manager, ensuring members are supported to achieve positive life outcomes and lead the life they choose.

You will advocate for members, support and facilitate group activities, play a part in helping members utilise, share and develop their skills and promote active citizenship & social inclusion.

Your Skills

- You are creative, motivated and passionate.
- Approachable and inclusive in your practice. Able to promote peer support.

For more information, and to apply online, follow the link: [Indeed.com | Community Living Worker](#)

Company: Catseye Cattery

Location: Tranent

Role: Cattery Assistant

Hours: Part-time (23-31 hours per week, on a 4 week rolling rota)

Salary: £10.92 per hour

Catseye Cattery is looking for a full time Assistant to join our team in our Tranent location.

The ideal candidate will be responsible for assisting in the daily operations of the facility, and performing a variety of tasks related to patient care, safety, and operational efficiency. This position will report to the Director of Operations.

Duties involve caring for the cats in the cattery – cleaning rooms and equipment, feeding & grooming. Dealing with customers, answering telephone queries, use of PC and cloud booking system. Full Job Description available on request. Uniform will be provided.

Hours are over a 4 week rolling rota as per below. But a job share may be considered.

Week1

Mon 9-5. Fri 8-4. Sat 8-4. Sun 9-4. (31 hours)

Week2

Wed 8-4. Thur 8-4. Fri 8-4. (24 hours)

Week3

Mon 8-4. Sat 9-5. Sun 9-4. (23 hours)

Week 4

Mon 9-5. Wed 8-4. Thur 8-4. Fri 8-4 (32 hours)

For more information, and to apply online, follow the link: [Indeed.com | Cattery Assistant](#)

Company: Dunedin Stone Ltd

Location: Tranent

Role: Stone Polisher/Labourer

Hours: Full-time (41 hours per week, Monday to Friday)

Salary: £10.50 per hour

Dunedin Stone are now recruiting for an additional Stone Polisher/Labourer based at our works in Macmerry, East Lothian.

Duties will include polishing stone and checking all sizes are correct. Applicants will be required to be trained in other machines including the use of forklifts.

Experience in forklift driving preferred but not essential as full training will be provided.

Applicants must also be able to work as part of a small team, work to tight deadlines and to a very high standard.

Full Health and Safety training will be provided and forklift license if required.

For more information, and to apply online, follow the link: [Indeed.com | Stone Polisher](#)

Company: George Anderson & Sons

Location: Tranent

Role: Delivery Driver

Hours: Full-time and part-time roles available

Salary: £11.50 per hour

Join the dynamic and rapidly growing team as a Delivery Driver and play a pivotal role in ensuring timely and accurate delivery of our products to our valued customers across Scotland, as part of one of Scotland's largest and oldest Fresh Produce Distributors.

As a Delivery Driver at George Anderson & Sons, you'll be an essential part of our mission to provide exceptional service while enjoying competitive compensation, a supportive work environment, and opportunities for career advancement.

Responsibilities:

- Safely and efficiently operate delivery vehicles, following all traffic laws and company policies.
- Ensure accurate and on-time delivery of products to customers, maintaining a high level of professionalism and customer service.
- Handle product loading and unloading with care and attention to detail.
- Complete necessary paperwork and maintain delivery records accurately.
- Perform regular vehicle inspections and report any maintenance or repair needs promptly.
- Provide exceptional customer service, addressing inquiries and resolving issues promptly and courteously.
- Uphold our company's image by maintaining a clean and well-groomed appearance.
- Demonstrate a strong commitment to safety and follow all safety protocols and guidelines.

Qualifications:

- Valid driver's license with two years of driving experience.
- Proven experience as a delivery driver or in a similar role is a plus but not essential.
- Strong time management and organizational abilities.
- Outstanding communication and interpersonal skills.
- Ability to handle physical tasks such as lifting, carrying, and loading/unloading products.
- Positive attitude, adaptability, and a strong sense of responsibility.

For more information, and to apply online, follow the link: [Indeed.com | Delivery Driver](#)

For all vacancies within East Lothian Council visit: [Jobs | East Lothian Council | myjobscotland](#)

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