



Bethnal Green Sharks Swimming Club
(Affiliated to London Region, M.C.A.S.A. and Tower Hamlets Sports Council)

SHOP MANAGER

Role

To ensure the smooth running of the club's shop and maximize income.

Skills

- Effective stock controller.
 - Good record keeper
 - Honest and Reliable
 - Good numeracy skills.
 - Approachable
-

Main Duties

- Keep accurate record of all stock.
 - Ability to promote and sell all club merchandise.
 - Ordering or arranging the order of stock as and when required.
 - Keep accurate receipts and balance income.
 - Liaise with Treasurer for accounting purposes.
 - Awareness of any new products on the market.
-

Commitment

Ongoing weekly responsibility.

Benefits to Self

Contribution to ensuring a well managed club and an opportunity to make a real difference to the success of your club
