

## eBay® Manager Job Description



Do you love being at the heart of the charity retail community? Are you a real 'people person,' who also has an artistic flair for creativity? If so, then we may just have the perfect role for you!

Our aim is to raise funds for the rescue animals who need us, and to promote our work to wonderful supporters. This will be achieved in this new role by selling items donated to our shops on eBay®.

We are now on the lookout for a positive team member, who is experienced in Retail and has a real passion for showcasing new and pre-loved items in an inviting way.

Our ideal candidate would also have knowledge of eBay® and / or other online selling websites, and recognise the importance and value of nurturing this means of selling. This person does not necessarily need to have direct charity retail experience, although this would be an advantage.

### An Overview Of The Role



- Research the value of items to be sold on eBay®
- Merchandise these items and accurately and attractively photograph these items
- Provide great detail and information about these items for eBay®
- Keep accurate sales records, so the monies can be redistributed to the correct shop
- Post these items in a timely fashion, as agreed with the Retail Area Manager
- Participate in monthly shop management team meetings, and meetings held with the wider Retail management team when necessary
- Manage and maintain income & expenditure budgets, and deliver upon financial targets



### About You

We would love you to apply for this exciting and varied role if you enjoy having a job where no two days are the same and are not shy to muck in and get involved with the physical and heavy-lifting side of the work. If you are highly organised, relish the challenge of beating targets and take a great deal of pride in promoting a positive & happy working environment.

If you can see the potential value in pre-loved items and love everything to do with new and vintage clothing and homeware, you're sure to be in your element when you see some of the amazing and unusual donations we are fortunate enough to receive.

Above all, if you would like to know you are part of a team where rescue animals and their welfare are at the heart of everything we do, and delivering great supporter services are an important way to achieve our mission, then we are waiting to hear from you.

- This role covers 8 hours per week, on site at our charity shop in the centre of Winton (Bournemouth)
- The role typically involves 2 x 4-hour shifts per week, with occasional overtime required, depending on the volume of items to be sold and the interest they are attracting
- The salary for this part time role is £4,759 p/a

