



WE'RE HIRING!

ROASTERY SHOP & TAKEAWAY MANAGER

Owens Coffee is an independent, award-winning coffee roaster based in Ivybridge, Devon.

We are committed to sourcing and roasting high-grade, fully sustainable and traceable coffees for our well-established network of wholesale and domestic customers.

Thanks to exciting expansion plans in 2021, we are looking for someone with the experience, drive and enthusiasm to set up and run our new roastery shop & takeaway, just off the A38 in Ivybridge.

Ultimately, we are looking for an individual who will actively increase profitability, boost customer engagement, and turn our takeaway into a favourite local coffee-stop!

To be successful you should have experience with various roles in a retail and high-quality cafe environment. As this position develops, potential growth of the role at a later stage may include heading up our hospitality section and managing other team members - some experience in a management role and/or a desire to manage a team would therefore be useful.

Currently, the shop is open from Monday to Saturday, however, as part of our expansion plans, we would like to include Sunday opening hours for our customers and this role will therefore cover weekends in that event.



OWENS COFFEE'S SHOP & TAKEAWAY MANAGER'S ROLE

(FULL TIME, 37.5 HOURS PER WEEK, INCLUDING WEEKENDS/ HOLIDAYS)

- Setting up and managing a successful shop & takeaway
- Environmental health & safety regulations and guidelines compliance
- Actively improve and build our hospitality offering
- Manage sales and measure promotional activities
- Routinely add new menu items based on seasonality
- Increase loyalty and boost our reputation
- Update & manage our point of sale
- Pricing and inventory control
- Meet sales targets
- Prepare store and advertising displays
- Ordering, receiving, price changes, handling damaged products, and returns
- Work with the marketing team to plan, promote, and market the shop
- May occasionally be required to collect supplies / make deliveries (company van will be provided for these occasions)
- May be required to help out at events

ESSENTIAL REQUIREMENTS

- Outgoing, friendly & personable character
- Proven experience in a similar role(s)
- Experienced Barista
- Availability to work within opening hours (including weekends and holidays)
- A clean, well-organised individual
- An extremely good eye for small details and retail display
- Full, clean driving license
- High degree of IT literacy
- Familiar with social media platforms
- Be self-motivated and task driven
- Meet the physical requirements of role (lifting, kneeling, bending and reaching)
- Level 2 Food Safety & Hygiene
- LOVE COFFEE!!!!

To apply – please contact jobs@owenscoffee.com