

# BURGESS + HALL WINES

## **ASSISTANT MANAGER (Full time)**

### **Key Responsibilities:**

You will be the face of our business, greeting customers, serving both on and off-licence.  
Help create and host regular shop tastings and events.  
Input into product range, inventory management, supplier liaison, attend importer tastings.  
Help grow the business through creative ideas and innovative practices.  
Manage the premises and other staff as required.  
Regular evening and weekend hours.  
You are effectively a trainee General Manager - so expect to act up to the GM role.  
Report to the General Manager and owners.

### **Skills/Attributes/Qualifications:**

Be incredibly passionate about the wine world and care above all for our customers and the business.  
Supremely friendly, customer-focussed, down to earth and definitely not a wine snob!  
Great attention to detail, be creative, have excellent presentation skills and be a problem solver.  
Be a self starter with the ability to take ownership and be a leader.  
Physically capable of manual handling/lifting of wine boxes / kegs etc.  
Wine knowledge is a must along with good computer skills.  
Previous experience in wine retail and/or hospitality is advantageous.

### **Salary & Benefits:**

Your excellent salary will be dependent on experience and the potential we see in you plus, you will also have access to the following:

- Cost price on all wines, spirits & beers in the shop for you and your partner.
- International wine trips.
- 28 days paid annual leave a year (increasing with term of service).
- Professional development.

### **To Apply:**

Please send your covering letter and CV to [info@burgessandhall.com](mailto:info@burgessandhall.com)