Our ref: SB/ShopManager/May22

4 May 2022

Dear Applicant,

**Charity Shop Manager (Retail)**

Thank you for your interest in the above post. Please find attached: -

* Staff Application Form
* Guidance for Applicants
* Person Specification
* Job Description, and
* Equal Opportunities Monitoring Form

**Please note**: This post is dependent on receiving two satisfactory references and membership of the PVG Scheme.

The closing date for applications is set at Wednesday 25th May 2022, and Interviews are expected to be held on Wednesday 1st June, within our offices here at Whins Road, Alloa.

If you have any questions or would like to discuss the role informally, please contact me on 01259 213453.

Yours,

Diagram

Description automatically generated with medium confidence

**Shelley Bowman**

**Chief Executive Officer**