



Career Guide - Store Staff

Who are we?

Trading as Home Bargains, TJ Morris Ltd is one of the UK's fastest growing retailers. Selling branded goods at low prices, we aim to offer the best value on the high street.

TJ Morris Ltd has been established for more than 35 years and now has over 250 stores in the UK, employing over 7,000 staff. We have recently been recognised by industry experts as one of the fastest growing UK retailers:

- ▶ 10th fastest growing UK Retailer
- Fastest growing Value Retailer in the UK over the last 3 Years

Over the next 10 years, we plan to grow to approximately 500 stores, and employ more than 12,000 staff. To achieve this growth, we will need to add:

- 400 Store Managers, Assistant Managers, Supervisors and Lead Sales Assistants
- 30 Relief Managers
- 40 Area Managers
- 8 Regional Managers

Career, not just a job

It is company policy to promote from within. TJ Morris offers excellent opportunities for people who wish to develop a retail career with one of the UK's fastest growing and most successful retailers. Promotion is not limited by lack of qualifications, it is based solely on performance within the company. We offer careers, not just a job.

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Hourly Paid Shop Staff

Hourly paid store staff work on the shop floor, filling shelves, keeping the store tidy etc. and on the tills serving customers.

- Training

All staff follow a detailed induction and training programme. After successful completion of the training programme and testing, staff are issued with a training certificate.

- Experience

As detailed training is given, no previous experience is required. The most important criteria we look for are:

- ▶ Honesty
- ▶ Reliability
- ▶ Ability to work hard

Store Management

Within stores we have the following Management structure:

- ▶ Store Manager
- ▶ Assistant Manager
- ▶ Supervisor (where required for larger stores)

- Training

TJ Morris Ltd runs a comprehensive, 5-week, in-house, training programme for all new Management, based at a local training store and the Head Office. When Management has passed this training, a TJ Morris Ltd Training Certificate is issued. Training and staff development is a continuous and ongoing process.

- Experience

While management experience is an advantage, we are also keen to recruit staff who do not currently have management experience but have the desire, drive and necessary skills to develop a management career in retail.

Other Benefits

Other benefits currently offered, include:

- ▶ 28 days paid holiday per year, rising to 33 days upon 5 years service
- ▶ Company pension scheme, after qualifying period
- ▶ Discount on staff sales
- ▶ Store Employee of the Quarter awards
- ▶ Store of the Quarter meal
- ▶ Annual staff party

Work Ethic

Home Bargains stores are fast and furious environments, operating on high volume turnover. Working in our stores is not for the faint hearted! You will need to enjoy working hard in a fast paced environment.

Interviews

If you are interested in working for TJ Morris Ltd you should complete a company application form. Only applicants invited for interview will be contacted. If you do not hear from us within four weeks you should assume you will not be invited for interview.

References

Staff will not be retained without us being able to obtain suitable references and necessary checks. Please make sure you give contact details (name, address and tel no.) for referees. These should include your most recent employer.

Equal Opportunity

TJ Morris Ltd is committed to eliminating discrimination and encouraging diversity amongst our workforce. Our aim is that our workforce is truly representative of all sections of society and each employee feels respected and able to give of their best.

