

Task Description

Volunteer Sales Analyst – Online Sales Office

Why do you need me?

You will play a vital role working alongside the Online Sales Manager to analyse Sales data from a number of varied sources to highlight any issues regarding sales performance so that matters can be escalated as appropriate.

What will I be doing?

- Create and manage FNHC Online Sales reports using various multi-channel eCommerce platforms
- Using the analysis to construct and present written reports.

What skills will I need?

- Highly numerate with an aptitude for analysing numeric data
- Ability to present this data into easily understood reports for use within the team and to senior managers
- I.T. skills and experience / knowledge of Excel spreadsheets and/or related data modelling skills
- Ability to work with others and as part of a team
- Good communication skills, both verbal and written
- Able to work under pressure and to tight deadlines.

What support will I receive?

- Full training
- Induction
- Ongoing support from the Manager and fellow volunteers

What will I gain from my volunteering?

- Meet new people and an opportunity to make new friends
- Gain valuable experience and new skills
- Possibility of references for permanent employment/ higher education after 3 months service
- Positive working environment
- Ability to see your work translate into money raised for the Hospice