

# Delivery Coordinator

Part-time, 16 hours per week



## £24k pro rata

CHEESE CIC, with First Thermal Ltd, has big ambitions, with our primary purpose of helping our customers to keep warm, save money and save the planet. We pride ourselves on offering a unique thermal imaging service, enabling householders to make cost effective changes to their homes, and in turn reducing their energy use and costs, as well as making their homes feel more comfortable.

The success of CHEESE CIC is down to its people, and we are looking for a talented person to join our growing team. You'll be working in a supportive environment where we encourage our staff to develop alongside the business.

In return, we are looking for a well organised Delivery Coordinator, who not only has an interest in learning new skills, but also has a passion for making a difference to people's lives. While working closely with the Business Manager, the successful candidate will be working independently as well as part of our wider team of surveyors and trainers.

Working hours are 16hpw and we anticipate the job holder to split their hours generally to cover 3 separate days (for example 5/5/6). The role requires a mix of remote working and being based at the Future Leap Hub in Gloucester Road, mostly on Mondays, when we come together as a team. The role also requires attending a variety of community events and meetings in and around the Bristol area, some of which will be in the evening or at weekends.

To apply, please email your covering letter and CV to Iris Partridge [businessmanagercheese@first-thermal.co.uk](mailto:businessmanagercheese@first-thermal.co.uk) . In your covering letter, you should detail your skills and abilities with reference to the person specification. Please submit your application by Sun, March 5<sup>th</sup>, 2023 at 8pm.

Interviews are planned to take place on Mon, March 13<sup>th</sup>, 2023.

If you'd like further information about the job, please email [businessmanagercheese@first-thermal.co.uk](mailto:businessmanagercheese@first-thermal.co.uk), or call Iris Partridge on 07393 941 960.