



## **ASSISTANT QUALITY CONTROLLER – Part Time**

### **Swansea**

Born in a Welsh barn in 1997, TOAST has grown from loungewear and nightwear to become a unique lifestyle brand, creating and curating simple, functional, beautiful clothing, home ware and editorial.

TOAST is renowned for its thoughtful, contemporary design and commitment to traditional textiles and craftsmanship.

TOAST has studios in both London and Swansea and is one of the very few UK clothing brands with its own full pattern room.

TOAST has shops throughout the UK and can be found in many John Lewis stores. TOAST has an online shop [www.toa.st](http://www.toa.st)

The emphasis within the TOAST workplace is:

Thoughtfulness - in all we do and all we say, in our actions and our interactions

Simplicity - in our aesthetics, communications, processes and solutions

Creativity - and the encouragement of fresh thinking and the free exchange of ideas

Collaboration - both among ourselves and with other inspiring individuals, organisations and traditional craftsmen

As part of the TOAST team, you are a catalyst for the brand's successes. To realize our ambitions we need you to share our interests and values, have an enthusiasm for TOAST itself as well as a deep knowledge and love of your own specialist area.

In return for your dedication, TOAST will offer a supportive and friendly working environment with flexible working hours and generous staff discounts. You will receive a comprehensive induction, including product and brand training, that helps to plant a deep understanding of TOAST that can be carried confidently through your work and into the outside world.

# TOAST

## **ASSISTANT QUALITY CONTROLLER - Part Time**

REPORTS TO           Quality Controller

LOCATION               Swansea

### **ROLE OVERVIEW**

- To support the quality team in ensuring product being delivered into the business meets the TOAST standards, ensuring a consistent level of high quality.

### **ROLE IN DETAIL**

- Support Quality Controller with shipment sample approval process. Preparing samples, checking labels and following up on comments made by Quality Controller for 2<sup>nd</sup> shipment approval or deliveries within the Critical Path deadlines.
- Weekly inspect goods into the warehouse, record results of the inspections and feedback any issues to the quality controller and offer solutions on how to resolve in a timely manner.
- Support customer service teams relating to any customer feedback on quality or web queries, applying any lessons learnt from faulty product to future collections. Feeding information to relevant departments accordingly.
- Review faulty returns from stores & ecommerce and report back to quality controller on actions that need to be taken to improve or avoid.
- Manage the day-to-day workload in a timely manner, in line with the company critical path to ensure business priorities are met.

### **EXPERIENCE AND SKILLS REQUIRED**

- A good understanding of the Toast Brand, its product and design aesthetic.
- A general appreciation of fabrics and can demonstrate a good understanding of technical garment construction and homeware.
- The ability to take the initiative and also work well in a team.
- Minimum of 1 year in the industry
- Computer proficiency essential: Microsoft Excel, Word, Outlook.
- Support a culture of good communication and co-operation.
- An organised & strong communicator and aspire to TOAST brand values & behaviours.

### **HOW TO APPLY**

If you are interested in applying for the role, please email a covering letter and CV to Susan Evans, Human Resources on [Evanss@toa.st](mailto:Evanss@toa.st)

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