

# A Career in Store for You with Woolworth

Store Management · Administration · Buying



The Executive Offices at  
WOOLWORTH HOUSE, MARYLEBONE ROAD, LONDON, NW1 6JL  
house the Board of Directors, Buyers and overall Administration



A doorway  
to  
success



Great  
opportunities  
exist for you

**IF YOU** are keen, energetic and ambitious and prepared to apply yourself to the absorbing tasks of merchandising, display and service of the most comprehensive range of merchandise in the retail field.

**IF YOU** like meeting people and have a flair for administration and staff control.

**IF YOU** like change and are willing to be mobile, grasping opportunities wherever they may arise.

## Facts and figures

Our Company was founded in Great Britain in 1909 and today operates over 1,100 branches in every important centre in the country. Overseas stores are situated in the West Indies and Rhodesia. The British Company is closely linked with our associates in America.

Stores are being progressively modernised and extended, many have been converted to self-service, thus ensuring up-to-date trading facilities and from time to time new stores are opened.

Woolworth's trading area in Great Britain is sub-divided into four Regions of between 250-300 branches, each administered by an experienced Regional Management Team covering Personnel, Merchandising, Display and Accountancy. Superintendents are each directly responsible for general control over a group of stores providing an essential link between the Administration and Management in the field.

Woolworth buyers merchandise over thirty Departments covering a very comprehensive range of Foodstuffs, Toiletries, Fancy Goods, Toys, Clothing, Household Goods, Garden Requisites, etc., and in some of the larger stores Catering — in fact, the widest range of merchandise supplied by any variety store organisation.

**THESE FACTS INDICATE  
THE SCOPE FOR ADVANCEMENT**

## Woolworth trains you for success

Over a limited period you would be employed in the store stockroom with responsibility for the receiving, checking, storing and issuing of merchandise to the sales floors. This training will enable you to learn the vast number of suppliers and something of the organisation behind the variety of goods sold, and of the qualities demanded. It will help you to understand the importance of knowing the merchandise, the items which sell quickly and others that need careful handling, and of especial importance, seasonable merchandise which has to be made available in the right quantities and at the right time. This knowledge is an essential part of a successful Manager's make-up.

The next stage is on the sales floor of the store as a trainee responsible for the running of a department or section. Special attention will be paid to your training in merchandising, stock control, counter and window display work, staff relations, control of cash, government regulations, fire regulations and office routine, including economics, all very important stages in your preparation for successful managership.

Regular reports will be made by the Manager to his Regional Office on your progress, these will be discussed with you by your Superintendent and followed up by the Regional Personnel Manager. As experience is gained and ability recognised you will pass on from one category to the next until such time as you are considered ready for Store Management. Each step forward will of course carry with it appropriate salary increase. All the time assessment will be made of your potential.



Progress will depend upon you and rapid advancement will always be open for the right type of man. The more competent you become the greater salary you command.

The average Trainee is trained and ready for Store Management in approximately five years. Prior to promotion to Store Management, Trainees are selected for appointment to Deputy Manager of one of our large stores where they have the opportunity of assisting the Manager in all aspects of Store Administration. During this final period Trainees are earning in the region of £1,400 to £1,500 per annum. From this position Deputy Managers are appointed to Store Management, many being between 24 and 27 years of age at this time.

An average of over 100 appointments to Management have been made annually over the last five years.

On appointment to Management you are really on the way up. What next? Superintendent? Merchandise Controller? Buyer? Director? Chairman? All these positions are possible and are occupied in the main by men who commenced as Management Trainees.

There are many wonderful opportunities available by men of vision and determination, and remember, all promotions are from within the organisation.

## Your future is secure with Woolworth

**The Privileges include . . .** The equivalent of a five-day working week, except at certain peak trading periods or during weeks when special conditions exist.

Generous and understanding sickness benefits. Pension Scheme from age twenty-one after one year's qualifying service.

Holidays: After completing one year's service, two week's holiday with full pay, and after twenty months an additional week's spring holiday.

Staff Dining Room: Very good meals at special low rates.

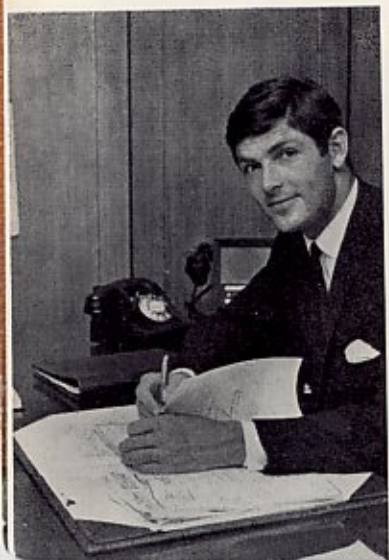
**If you have managerial aptitude, initiative, the ability to cultivate good human relations, prospects of promotion to Management, Executive level and a higher than average income are beyond comparison in the Woolworth Company.**



*Our Sports  
and Travel  
Department  
offer a wide  
and interesting  
choice.*



*Comfort and  
satisfaction  
in our  
Footwear  
Department.*



# Training for Management



The Company has a Training Centre at Castleton in Lancashire where courses are conducted for Management Trainees at specific stages of progress.

All Trainees attend these courses, which are of 5 days duration, accommodation being provided in a nearby hotel.

There are separate courses for Junior, Advanced, and Senior Trainees where appropriate aspects of Store Organisation are studied and discussed. Much of the work is carried out in syndicate form and you will have every opportunity of learning and expressing your views.

During the course you will also have an opportunity of a visit to the Company's extensive Warehouse and Computer Office.



A carefully formulated and controlled staff and management training programme will play a major part in your training.



On promotion to Management you are really on the way up.

**Senior positions progressed from Managers.**

**Area Superintendent of 14 to 18 stores.**

**Merchandise Controller at Regional Office.**

**Senior Executive at Regional Office.**





**Buyer at Executive Office Level.**

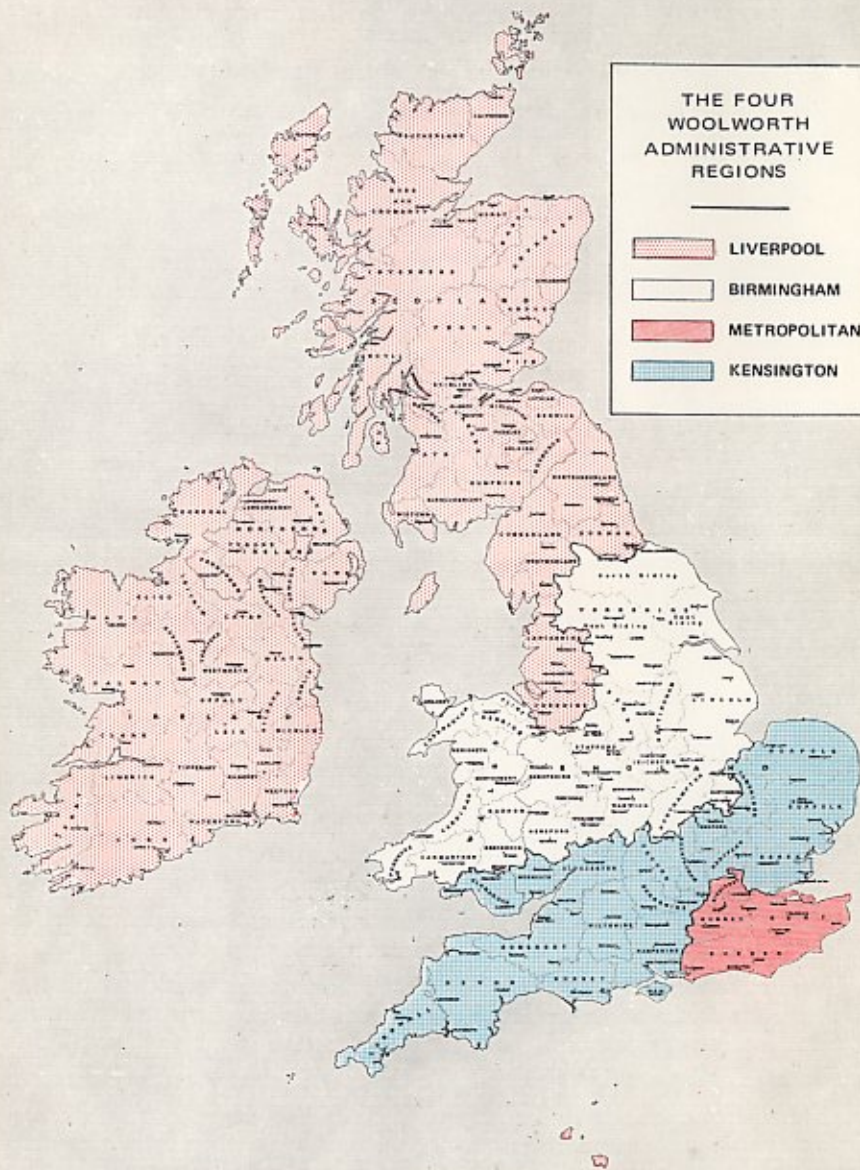
**Senior Executive at Executive Office Level.**

**Director, Chairman.**

**ALL ARE POSSIBLE TO YOU.**

THE FOUR  
WOOLWORTH  
ADMINISTRATIVE  
REGIONS

-  LIVERPOOL  
 BIRMINGHAM  
 METROPOLITAN  
 KENSINGTON



If you are single, physically fit and not more than twenty-three years of age, are a graduate, have 'A' Level standard or four 'O' Levels, write for interview giving brief details of age and education to: —

THE PERSONNEL MANAGER AND TRAINING OFFICER

F. W. WOOLWORTH AND CO., LIMITED

at any of the following addresses:

- |                              |  |
|------------------------------|--|
| LIVERPOOL REGIONAL OFFICE    | Armour House, Lord Street<br>Liverpool, L2 1TB   |
| BIRMINGHAM REGIONAL OFFICE   | 47/49 King Street<br>Dudley, Worcestershire      |
| METROPOLITAN REGIONAL OFFICE | 1264/1266 London Road<br>Norbury, London, S.W.16 |
| KENSINGTON REGIONAL OFFICE   | 26/40 Kensington High Street<br>London, W.8      |