



The Place of Forsyth County Thrift Store

Position: Sales Associate / Cashier

Classification: Part-Time, Thursday, Friday, Saturday.

Reports To: Thrift Store Manager

SUMMARY

As a key role in the successful operation of the thrift store, the Sales Associate is responsible for creating and maintaining a pleasant shopping experience. This will include assisting customers, cashiering, and working with the sales manager to keep fresh product moving to the sales floor.

ESSENTIAL RESPONSIBILITIES AND DUTIES

- Provide excellent customer service, be attentive and friendly, kind yet firm
- Ensure a pleasant and accurate check out experience
- Maintain neat and organized cash wrap area
- Be accountable for cash register drawer throughout shift and the ability to reconcile at shift end
- Replenish merchandise, keep all areas of the sales floor neat, clean and organized
- Ability to continuously learn and adapt to change
- Must work under immediate supervision of manager or director and rely on instructions daily
- Assist in creating and maintaining a friendly and engaging atmosphere.
- Help ensure the store is kept clean and free of clutter and various hazards.

QUALIFICATIONS AND EXPERIENCE

- High school diploma or G.E.D.
- Possess excellent interpersonal, communication and customer service skills.
- Prior retail experience a plus
- Ability to stand for periods of time and lift up to 25 pounds.
- Personality should be enthusiastic, patient, yet firm and kind.
- Basic Math and Computer skills are required for accuracy.
- Bilingual (Spanish) a plus.
- Ability to pass background check & drug screening.

DISCLAIMER: *This is not necessarily an exhaustive list of all responsibilities, duties, skills, efforts, requirements or working conditions associated with the job. While this is intended to be an accurate reflection of the current job, management reserves the right to revise the job or to require that other or different tasks be performed as assigned.*