



Retail Sales Associate

St. Vincent DePaul is looking for ambitious and hardworking individuals to add to our team! We have full-time work available in our retail stores. Candidates must have exceptional customer service skills, attention to detail, and have the physical ability to lift up to 35 lbs. repetitively and 50 lbs. on occasion. This position also requires motivation, and the ability to work as part of a team.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Greet customers and see if they need assistance finding anything
- Compute sales prices, total purchases and receive and process cash or credit payments
- Arrange and display merchandise to promote sales
- Unload carts full of merchandise to the proper areas of the store
- Load carts with rotated merchandise
- Hang clothing on racks and have the ability to lift and twist the upper body repetitively
- Ability to stoop, twist, and bend continuously to put product away in high and low places
- Proficiently and correctly check product for defects
- Use hand truck, dolly, and furniture moving equipment
- Watch for and recognize security risks and thefts, and know how to prevent and handle these situations
- Sweep, mop, and wipe down glass surfaces, and windows and restrooms
- Pick up items that have been left in dressing rooms and on the floor
- Keep knowledge of sales, promotions, and discounts available

KNOWLEDGE, SKILLS AND ABILITIES

- Customer service oriented
- Self-motivated, organized and able to work as part of a team
- Strong verbal communication skills, and not afraid to ask questions
- Ability to stand for 8 hours
- Able to lift, push and pull up to 35 lbs.
- Able to lift furniture and misc. items up to 50 lbs. with help from others and equipment
- Cash handling experience helpful, but not necessary
- Must have basic math skills

Wage: Starts at \$16/hr, raise to \$16.50/hr after 12 months.

Medical, Dental & Vision, paid time off, and employee discount after 3 months.

Vacation after 12 months. Holiday pay after 3 months.

Schedule: 9:45AM-6:30PM. Schedules rotate every 3 months, weekend availability needed.

Signature: _____

Date: _____