



Retail Sales Associate – Part-time

Position Summary

Starting out as a Retail Sales Associate positions you to leap into a number of different jobs up the chain of command. Sales Associates are responsible for greeting all our customers in a professional and courteous manner, maintaining store cleanliness, and dazzling customers and managers alike with their sales abilities. Like any business, customers are our #1 priority, so the experience you'll gain interacting with them will prove invaluable no matter how high your star rises. You'll be responsible for assisting customers, boosting sales and maintaining stock levels in your assigned store area. An ability to lead and work independently is considered a great asset, as is an ability to prioritize tasks according to importance and a professional, friendly demeanor.

Primary Responsibilities

- Answer customers' questions, and provide information on products and services
- Bag, box, wrap, or gift-wrap merchandise
- Perform cash-in and cash-out procedures quickly and accurately
- Establish or identify prices of goods and services
- Tabulate bills using calculators, cash registers, or optical price scanners
- Greet customers entering establishments
- Process merchandise returns and exchanges Issue receipts, refunds, credits, or change due to customers
- Maintain clean and orderly checkout areas
- Offer customers carry-out service at the completion of transactions
- Receive payment by cash, check, credit cards, vouchers, or automatic debits
- Request information or assistance using paging systems
- Resolve customer complaints
- Calculate total payments received during a time period, and reconcile this with total sales
- Stock shelves, and mark prices on shelves and items

Qualifications

Basic

- High school diploma or general educational development certificate(GED)
- Good PC, math, writing and reading skills
- Minimum three (3) months related experience in a retail environment; or any equivalent combination of acceptable training, education and experience
- Customer focused and personable

Additional Information

This position is for part time permanent employment. The work schedule will vary from week to week and can be flexible within reason.

Employment Statement

Lowerys is committed to the principle of equity in employment. We welcome diversity and encourage applications from all qualified women and men, including persons with disabilities, members of visible minorities and Aboriginal People.