



Retail Associates – Oak Bottom & Brandy Creek

Full and part-time availability - \$16-\$16.50/hr

Oak Bottom and Brandy Creek Beach Stores

DUTIES AND RESPONSIBILITIES:

1. To greet and create an environment where the guests will be welcomed in an appropriate manner
2. Provides the highest level of customer and guest services, expedites any and all requests from customers
3. Food service for Snow Cones and Hot Dogs – Food Handlers card required (we provide if needed)
3. Clean stores, sweeps, mops and wipes down counters and shelves.
4. Performs opening and closing job duties
5. To answer all the telephone calls and convey the messages correctly and promptly to the appropriate persons
6. Responsible to stock and merchandise store.
7. Operate cash register in an accurate and timely manner.
8. Resolve customer complaints.
9. Maintains awareness of safety issues and reports them immediately to supervisor
10. Other duties as assigned by management

OPERATING RESPONSIBILITIES:

Work performed and composed of a variety of different tasks, calling for the use of sound judgment, and compliance with policies and procedures. Must be a self-starter and be able to work in a team environment to achieve team, department, and company goals. Assists with a number of projects at one time and may be interrupted frequently to meet the needs and requests of customers.

QUALIFICATIONS:

1. Excellent customer service skills – known as someone who goes above and beyond
2. Must have a positive attitude

3. Must have highly effective communication skills and time management skills
4. Must be able to maintain a calm, positive attitude during periods of high activity
5. Ability to manage multiple projects simultaneously
6. Excellent attention to detail.
7. Must be able to work in extreme weather conditions
8. Ability to work under pressure.