



Job Description

Title: Restore Cashier	Employment Status: Part-time
Department: ReStore	FLSA Status: Non-Exempt
Reports to: ReStore Assistant Manager	Works Closely with: Warehouse Staff & Customers

Updated: 11/19/2019

Description: Responsible for efficiently maintaining cash wrap area, always covering the front of the Restore, greeting all customers and processing all sale transactions.

CORE RESPONSIBILITIES AND ASSOCIATED TASKS:

- Operate the cash register and credit card machine
- Handle cash and credit card transactions
- Greet customers and give great customer service
- Process Tax Exempt purchases
- Answer and transfer phone calls as needed.
- Maintain cleanliness of front store area

Knowledge, Skills, Abilities

- Good customer service skills
- Self-motivated, reliable and enthusiastic
- Enjoy working with people of diverse backgrounds
- Must be able to work Monday - Saturday 9:00 am until 5:30 pm
- Ability to handle and defuse challenging situations with tact

Qualifications

- Must be able to pass criminal background check
- Previous cash handling experience
- Good computer and math skills
- Friendly and helpful attitude