Retail Sales Associate

Barely Used Resale Boutique, a family-owned and operated resale clothing and bookstore, is looking to add a part-time sales associate to its team. Focusing on fashions for the whole family, Barely Used Resale Boutique (BUB) has been a well-known and reputable staple in the Mount Joy community for many years.

* Retail Sales Associate Job Responsibilities:
  + Is the public face of the BUB team.
  + Greets and receives customers in a welcoming manner.
  + Has a knowledge of the store, products and services.
  + Serves customers by helping them select products.
  + Responds to customers’ questions, and directs customers by escorting them to racks and counters.
  + Provides outstanding customer service.
  + Drives sales through engagement of customers, suggestive selling, and sharing product knowledge.
  + Keeps clientele informed by notifying them of preferred customer sales and future merchandise of potential interest.
  + Handle complaints and customer concerns with empathy and tack while following company policies.
  + Maintain presence of the sales floor, products, displays, signage.
  + Alerts management of potential security issues.
  + Operates the registers and manages financial transactions.
  + Processes payments by totaling purchases, cash and store or other credit and debit cards.
  + Documents sales by creating or updating customer profile records.
  + Assists with inventory selection, purchase, processing, and stocking merchandise.
  + Helps to maintain and organize inventory in the store and computer system.
  + Prepares for and works at special store events.
* Retail Sales Associate Qualifications/ Skills:
  + Honest, ethical, trustworthy, professional, punctual, and organized.
  + Excellent customer service and people skills.
  + Product knowledge, ability to sell to customer needs
  + Energy level and health to maneuver store, stairs, movement of clothing and merchandise.
  + Dependability, great team attitude.
  + Computer, phone, tablet, register and internet skills.
  + Verbal communication, conflict resolution.
  + Job knowledge of the retail market, general math skills.
* Education and Experience Requirements:
  + High school diploma or GED
  + 0-1 years of retail experience desired
* Employment Benefits
  + Competitive Pay
  + 10% Store Discount
  + Flexibility on Schedules

Please download the application from [www.BUBresale.com](http://www.BUBresale.com) and send application and resume to [BUBresale@gmail.com](mailto:BUBresale@gmail.com)