

Solano-Napa Habitat for Humanity
ReStore Cashier/Customer Service Associate
Job Announcement

Job Title: ReStore Cashier/Customer Service Associate

Purpose: To assist customers in completing their purchases at the cashier counter. This position has a strong customer service component and requires someone who likes working with and assisting people. Strong interpersonal communication skills and an enthusiastic and outgoing personality is an asset.

Time Commitment: This is a full-time non-exempt position, 8:30 a.m. to 5:00 p.m. Tuesday through Saturday.

Salary Range: \$15.50 - \$18.00

Benefits: Eleven paid holidays per year, 80 hours of paid vacation, participation in Kaiser Health Plan.

Job Requirements:

- Cashiering experience: able to operate Point of Sale (POS) register and instore rewards program equipment.
- Able to handle cash and credit card transactions.
- Familiarity with store merchandise, its location, checking to make sure it is priced.
- Ability to assess store floors for safety and potential floor hazards.
- Assists customers in locating merchandise.
- Prepares monthly price tag color changes, places throughout the store.
- Opens and closes entrance doors morning and evening.
- Operates the P.A. system for announcements.
- Answers the phone for hold and sold calls as well as over-the-phone purchases.
- Monitors shopping bags, boxes, packaging materials. Organizes as necessary.
- Excellent customer relations skills and works well with diverse individuals.
- Strong communications and interpersonal skills. Works well as part of a team.

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