

Job Title: Sales Associate

Location: South Grimes on Highway 141, 1 mile off I-80

Position: Full-Time or Part-Time

Starting Salary: \$9.00 - \$10.50 with \$100 90-Day Bonus if Full-Time

## **Job Description**

We are looking for a valued team member to be a part of our family-like culture, to bless others through our work. Our goal is to maximize resources to create a positive impact. We strive to create a meaningful experience for those we come into contact with on a daily basis. We are transforming together, to be love in action, in a broken world.

## **Organization**

Voted the Best Thrift Store in the Des Moines Metro, Many Hands Thrift Market creates meaningful shopping experiences through selling high-quality, second-hand goods. Owned and operated by the non-profit Many Hands for Haiti, all profits generated from the retail operations go to support local and global missions.

For more information, please visit <https://www.manyhandsthrift.com> and [www.mh4h.org](http://www.mh4h.org).

## **Position Information**

Sales Associates are responsible for operating the cash register and credit card machine accurately. He or she assists customers in a professional and courteous manner. Sale Associates are responsible for following all guidelines and procedures of the sales system. He or she is responsible to Store Manager.

## **Essential Duties & Responsibilities**

- Obtain job tasks and duties daily from the Store Manager.
- He or she must accurately operate the cash register and credit card verification terminal.
- Is responsible for providing professional customer/donor service. Be responsive to all customer inquiries. Greet and say “Thank You” to all customers and donors that enter the retail location.
- Become familiar with our Many Hands Thrift Market Mission and activities in order to answer donor/customer inquiries and provide adequate information about the store, processing center, transportation/donation sites, and the corporation.
- Must know and follow the set guidelines and procedures of the sales systems in placement and rotation of merchandise onto and off of the sales floor. Maintains sales floor inventory at proper levels.
- Assists in displaying merchandise attractively to draw customer interest (on the sales floor, in windows).

- Complete cash settlement report and any other reports as directed by Store Manager.
- Maintain confidentiality of sales information. -Follow and maintain all established security procedures.
- Follow and maintain all safety procedures at all times.

### **Job Requirements**

- High school diploma or equivalent preferred
- Prior cash register and checkout experience preferred
- Prior retail sales floor/inventory experience preferred
- Ability to perform basic math calculations.
- Ability to effectively communicate in English, both orally and in writing.
- Ability to work independently and responsibly.
- Have knowledge of current trends and styles to aid in display inventory.
- Ability to move throughout the store, shipment/return area, and donation center site.
- Ability to stand, bend, stoop, and reach for (8) hours or more if necessary.
- Ability to lift, push, and pull a minimum of 30 pounds as required.
- Satisfactory eyesight: Visually distinguish methods of payment and follow appropriate procedures.
- Ability to grasp merchandise for packaging, organization, and display.
- Able to professionally communicate and be a team player with co-workers and supervisors.

### **Special Position Requirements**

If applying for the Part-Time position, available to work 10 to 15+ hours a week, nights, weekends, and day-shifts

### **Benefits**

- Great culture and fun work environment
- In-store discount
- Fast-paced, every day will look a little different!
- \$100 bonus after 90-days of employment if full time

### **Contact**

Apply on our website or on Facebook.