



Example of Retail Worker Job Description

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Our innovative and growing company is searching for experienced candidates for the position of retail worker. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for retail worker

- Immediately acknowledge the guest when they enter the sales area
- Anticipate and determine the guests needs
- Provide product information and assist guest with selection
- Use suggestive selling to assist buyers with purchase of merchandise
- Inventory, display, and sell products provided by the retail store
- Required to assist with preparation and cleanup of store
- Distribute merchandise to sales floor
- Ensure that all shelves and fixtures are filled with product at all times
- Ensure stockroom/warehouse is kept neat and orderly
- Assist with inventories as needed

Qualifications for retail worker

- Maintain loss prevention standards
- Must maintain a pleasant attitude toward customers, co-workers, volunteers, and management
- Flexible with schedules
- Ability to communicate and work successfully in a team environment
- Demonstrated knowledge and background in placing online product orders, following par levels
- Ability to operate an electronic cash register/Point-of-Sale system and prepared daily sales summaries and deposits