



THE FOOD CO-OP

JOB OPENING (INTERNAL/EXTERNAL) ANNOUNCEMENT

JOB TITLE: CASHIER – TEMPORARY, part-time, 20-28 hours per week
DATE POSTED: April 5, 2017
DATE CLOSES: April 19th, 2017
DEPARTMENT TEAM: Front End
HOURS: 20-28 hours per week. Flexible work-week, includes evenings/weekends.
STATUS: Temporary, part-time; non-exempt. Position is not benefits eligible. Temporary position. Anticipated need is for 4 – 6 months
STARTING WAGE: Level 3/\$13.92 - \$17.40, DOE/DOQ

JOB SUMMARY:

Provides excellent customer service by using the registers to quickly and accurately check out customer purchases and encourage memberships. This position also supports the Member Services and Wellness functions and contributes to team and store goals for sales, margin, and productivity. Answers questions and provides information about products, membership or store operations. Sets up register/till following established guidelines. Documents variances or discrepancies (including refunds) for Finance Department to ensure accurate activity is reflected in daily reports. Follows established guidelines for handling cash, operating payment systems, WIC/Quest cards, making pick-ups and getting change. Counts till at the end of shift and complete required documentation within established time limits. Participates in quarterly store inventories as requested. Attends all Front End Team meetings and storewide training.

MINIMUM QUALIFICATIONS:

High school diploma or equivalent. Six months relevant experience in retail, customer service focused position, preferably with cashiering experience. Previous natural foods or produce experience helpful. Valid Food Worker Card issued in Washington State (may acquire card within two weeks of hire.) Requires strong multi-tasking skills and ability to work efficiently and accurately in stressful situations. Ability to effectively communicate with customers and staff in a positive manner is essential. Ability to effectively convey information about products and cooperatives to customers is also necessary. Requires basic math to accurately calculate prices, totals, count change. Good problem solving skills to address variables in customer transactions.

PHYSICAL REQUIREMENTS:

- Ability to lift and/or move up to 10 pounds regularly, 25 pounds frequently during a shift.
- Ability to stand for long periods of time (up to 8 hours/day).
- Requires ability to reach and lift/move products through check stand and into bags/boxes.

Application Procedure: Use the fillable PDF application from our website – please carefully follow directions posted there (www.foodcoop.coop), OR, pick up an application at the Member Services Desk of the Co-op, and return completed application to the drop box located next to the Member Services Desk, or place it in the HR drop-box located on Brendan Johnson's office door. Questions: Contact David Dunn, Front End Manager (ext. 212), Fernando (ext. 301) or Cara (ext. 314). Thank you.