

Career Opportunity



POSITION: Home Centre Clerk (5) – Part-Time (24-40 h/w) (Temporary)

DEPARTMENT: Hardware

WAGE SCHEDULE: \$15.45/hr. to \$15.76/h

LOCATION: Farm and Home Centre

RESPONSIBILITIES:

1. Provide information, assistance and service to customers and promote sales.
2. Operate cash register and prepare daily cash reconciliations.
3. Unpack, check price, and prepare merchandise for sale.
4. Ensure that traffic areas are always kept clean and orderly.
5. Stock shelves, counters and display areas with merchandise as required.
6. Inform Head Clerks of special or out-of-stock merchandise requested by customers.
7. Maintain constant alert against unauthorized removal of merchandise.
8. Assist with ordering and maintaining inventory in accordance with Co-op's policy.
9. Sanitizing the Farm & Home Centre
10. Other duties as assigned.

REQUIREMENTS:

1. Experience in Hardware.
2. Cashier experience is an asset.
3. Able to lift 50 lbs.
4. Excellent customer service skills.
5. Reliable and punctual.
6. Strong work ethic and able to work in a team environment.
7. Willing to learn and advance in the Co-op.
8. Take directions from supervisors and willing to work.
9. Clean, Neat Appearance and have positive attitude.
10. Able to work outdoors and available to work any shift.

**A COMBINATION OF RELEVANT EDUCATION AND EXPERIENCE MAY BE CONSIDERED.*

REPORTS TO: **HARDWARE & LUMBER MANAGER:** **DOUG KOEHN**

DEADLINE: February 7th, 2024

TO APPLY: Submit your resume to jazmin.andino@pinchercreek.crs

If you require additional information, please contact:
Jazmin Andino at 403-627-2667 Ext.126

Authorization: Mike May

Date: January 31, 2024

Employees interested in the above position are to inform their immediate supervisor of their intentions, **before** they approach the contact person.