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| Job Description |  |
| **Title**St. Vincent Store Cashier |
| **Department**St. Vincent Store | **Manager**St. Vincent Store Manager |
| **Prepared by**Dave Ringle | **Date prepared / updated**May 4, 2020 |
| **Description**Job Summary* The St. Vincent Store Staff member assists in the daily operations of the St. Vincent Store, including store appearance and displays, customer assistance, taking, sorting, pricing and stocking donations, serving and leading volunteer staff and events, and organization of store operations.
* The Staff member reports directly to the Store Manager.

Job Skills and Requirements* Minimum GED diploma or equivalent or experience commensurate with requirements of the position and proven ability to read labels, instructions, etc.
* Two years of retail sales experience is strongly preferred or equivalent work experience.
* Ability to run a cash register.
* Excellent communications skills.
* Strong customer service skills.
* Ability to work independently and with a team.
* Self-motivated and flexible.

Other Requirements* Legal residency and possession of documentation permitting employment.
* Ability to pass a criminal and sex offender background check.
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| **Notes**None. |