

## JOB POSTING

## Shrivers Pharmacy has a part-time cashier opening in an employee friendly and flexible work environment.

Applicants interested in joining our team can apply online at www.shriverpharmacy.com

Job Title: Front End Cashier

Status: Part-Time

Location: Shrivers Pharmacy - McConnelsville, Ohio

**Hours:** Flexible schedule within store hours of operation which are Monday through Friday 8:30 AM - 8 PM Saturday 8:30 AM - 3:00 PM and Sunday 10 AM - 2 PM

Department: Pharmacy

**Immediate Supervisor Title:** Store Manager (Assistant Manager in the absence of the General Manager)

**General Summary:** A sales clerk position responsible for greeting and assistingcustomers in a prompt, courteous, and professional manner. This position is also responsible for receiving telephone calls and answering customer inquiries.

## **Essential Job Responsibilities:**

- 1. Greet and serve customers in a timely, friendly, and professional manner.
- 2. Operate point of sale system and make change
- 3. Reconcile cash drawers and other sales transactions such as food stamps, WIC payments and utility bills. Process change order.
- 4. Promote sales and store incentives such as customer loyalty cards.
- 5. Keep assigned area neat and stocked.
- 6. Other duties as assigned by management.

Experience: One year experience as a cashier preferably in a retail setting.

**Application Procedures:** Apply online@ <u>https://www.shriverspharmacy.com/Career-Opportunities/</u> or send resume to <u>hr@shriverspharmacy.com</u>



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