



Job Posting

Job Title: Customer Service Specialist

Immediate Supervisor Title: Store Manager

Location: McConnelsville, Ohio

Status: Part-time

*******\$250 Retention Bonus Provided*******

General Summary: A sales clerk position responsible for greeting and assisting customers 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.

Store Hours: Monday-Friday: 8:30 a.m.-8:00 p.m. Saturday: 8:30 a.m.-3:00 p.m.
Sunday: Closed

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