



Brain Shoppe Retail Sales Associate

Job Description

Brain Shoppe employees are charismatic, friendly, outgoing, well spoken, quick thinkers who are detail oriented, reliable, and knowledgeable about our products. Dependability and trustworthiness are required.

Responsibilities

- Operate the cash register, processing sales transactions and refunds.
- Keep shelves well-stocked and products neatly displayed.
- Perform routine cleaning tasks such as sanitizing puzzles, dusting, cleaning windows and floors, bathroom, breaking down boxes, taking out trash and recycling, etc.
- Keep a balanced register based on daily sales report figures.
- Answer any customer questions and resolve issues.
- Give smart product recommendations (by age, by interest, by price range, etc).
- Assist with product inventory by moving boxes and applying price stickers.
- Prepare materials for the store such as stamping bags, printing signage, flyers, etc.
- Provide ample notice when unable to work a scheduled shift.
- Communicate effectively with other team members and relay important information.
- Follow all Opening / Closing procedures.
- Keep window display clean and in good functional condition.
- Other duties as assigned.

Reports to:

- Brain Shoppe Store Manager