

## SALES ASSOCIATE

### **JOB OBJECTIVE**

Provide prompt and courteous service to customers in order to maximize sales and customers service, so as to promote the company's image of quality and professionalism.

### **STATUS**

Reports directly to the Store Manager and the Assistant Manager.

### **KEY JOB FUNCTIONS**

Provide prompt and courteous service to customers in order to maximize sales and customers service, so as to promote the company's image of quality and professionalism.

### **JOB LOCATION**

Venice Beach, California

### **JOB DUTIES**

- Practices professional salesmanship according to company policies and procedures in order to achieve maximum personal and store sales and provide the highest level of customer satisfaction.
- Adheres to all loss prevention policies, credit policies and procedures i.e. credit cards, check approvals, discounts, return and exchange policies.
- Ensure that all merchandise is properly ticketed and attractively displayed and maintains the section(s) that he/she is responsible for in accordance with company standards.
- Promotes total customer service in a friendly way.
- Communicate stock replenishment needs to Store Manager.
- Ensure that special orders are handled efficiently.
- Performs other duties as assigned by Store Manager and Assistant Manager – i.e. shipping and receiving of merchandising, verification of merchandising, etc.
- Complies with all company policy and procedures.

### QUALIFICATIONS (MINIMUM QUALIFICATIONS REQUIRED TO PERFORM TASKS)

- Related work experience: six months of selling experience ( retail or service industry)
- Physical requirements: able to bend, climb ladders, lift and move boxes up to 35 lb.
- Other qualifications :
  - Excellent verbal and written communication skills
  - Service Oriented

- Fashion Oriented
- Willing to work retail hours

Birkenstock reserves the right to change, alter, or amend the job duties of employees at its sole discretion with or without notice.

If interested, please send cover letter and resume to [mhoessl@birkenstockusa.com](mailto:mhoessl@birkenstockusa.com). Subject line should list "SALES ASSOCIATE, Venice Beach".

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