

## **Job Posting: Retail Sales Associate/Shift Leader**

Millie's Thrift Shop has been serving the Lafayette community for 40 years. As a ministry of the Lafayette Catholic School System (LCSS), it provides valuable funds that ultimately better student education.

With a recent renovation, increased marketing efforts and a second location the store is becoming a major player in the community. As a thrift shop, it relies on donations from the community and sells these 'treasures' to others. Due to the increased demand, expansion of store hours and new location we are in need of a full-time shift leader who will help operate the stores.

### ***Responsibilities***

- Receive donations in store
- Sort, tag and display donations
- Maintain an organized shopping environment
- Use Point of Sale and handle of cash/credit cards
- Assist customers at checkout and in finding items
- Work and lead a team to create and maintain a pleasant environment for shoppers, volunteers and staff
- Maintain a standard of cleanliness and order in the store
- Close and open store – following procedures
- Other duties as assigned

### ***Qualifications***

A good candidate would be:

- A self-starter that is comfortable operating a store and making decisions
- Take initiative and can work with little or no supervision
- Motivate a team
- A dynamic person that exemplifies hospitality and kindness to all
- Is in-line with the values of LCSS
- Has excellent interpersonal skills
- Possesses good time and task management, including prioritizing and changing tasks easily
- Has attention to detail
- Capacity to build customer relationships
- Retail or similar experience

### ***Hours***

Hours will vary per retail calendar.

### ***Apply***

To apply, email your resume and cover letter to [sleitch@lcss.org](mailto:sleitch@lcss.org).