



## JOB DESCRIPTION

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**TITLE:** Cashier

**REPORTS TO:** Grocery Manager

**DEPARTMENT:** Grocery & Deli

**FLSA STATUS:** Non-Exempt (Hourly)

### **JOB SUMMARY**

Operate POS cash register and handle cash transactions accurately.

### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

- Operate cash register and handle cash transactions accurately.
- Provide exceptional customer service by greeting and assisting customers.
- Process sales transactions, returns, and exchanges.
- Maintain a clean and organized checkout area.
- Assist customers in locating products and answering inquiries.
- Utilize product knowledge to drive sales and meet customer needs.
- Promote special offers and upsell products to increase revenue.

The resort environment is unique in that we all share some degree of responsibility for each other and our role to collectively promote the resort in the best light possible. You will work consistently with other departments to create the overall brand image and are expected to be a team player who is willing to assist where appropriate and necessary.

### **KNOWLEDGE, SKILLS, AND ABILITIES**

- Proficiency in basic math skills for cash handling and transactions.
- Strong time management skills to handle multiple tasks efficiently.
- Ability to communicate effectively with customers and team members.
- Experience in cashiering is preferred.
- Knowledge of electronics sales or technical products is advantageous.
- Familiarity with retail math concepts for pricing and discounts

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- High School Diploma or GED.
- Minimum of one year experience in a related position.
- Demonstrate efficient problem-solving skills.
- Organization and attention to detail, positive attitude, commitment to exceptional customer service, and ability to work as part of a team.
- Experience in the resort/hospitality industry helpful.

#### **LICENSURE / CERTIFICATION REQUIREMENTS**

- TEAM Certified (or within 30 days of hire).
- Participate in ongoing education and training.

#### **PHYSICAL REQUIREMENTS AND WORKING CONDITIONS**

- Ability to work a flexible schedule, which includes days, evenings, holidays, and weekend assignments.
- Must be able to lift and stack objects up to 35 pounds occasionally and frequently exert 10 to 30 pounds of force to lift, carry, push, and pull or otherwise move objects.
- Walking, sitting, and standing to a significant degree, reaching, handling, climbing stairs, balancing, pushing, kneeling, crouching, twisting/turning, bending at the waist, stooping, talking, hearing, seeing, and smelling.

*I understand that the job description is not a comprehensive list of my job duties, and it is up to me, along with my manager's guidance, to determine the best and most efficient way to accomplish my job duties and responsibilities. I also understand that should my job duties change significantly, which may occur based on the business needs of Owl's Nest; it is my responsibility to notify the Grocery Manager so that my job description is updated accordingly. I acknowledge that the job description will be used as the basis for my performance review.*

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Signature

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Printed Name

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Date

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