**Part Time Sales Associate Overview:**

**Key Accountabilities:**

* Aware of customer activity and responds with a sense of urgency, prioritizing assisting customers over other tasks
* Greets and acknowledges customers while providing the appropriate level of service
* Exercises sound judgment in effectively addressing customer concerns
* Demonstrates exceptional selling skills
* Provides fast, friendly and accurate service at the service desk while educating customers on the benefits of the PLACE Card
* Maintains appropriate stock levels and ensures that all sizes and styles are represented
* Follows Company standards of merchandise presentation, signage and display
* Embraces responsibility of assigned tasks
* Supports maintaining a clean, organized and efficient stockroom while adhering to TCP standards and safety requirements
* Performs daily housekeeping duties to TCP standard
* Guarantees Company assets by ensuring adherence to all Loss Prevention procedures
* Proactively contributes to creating a team atmosphere that is flexible and enjoyable
* Constructively shares suggestions, ideas and concerns with appropriate Store Leadership
* Exhibits flexibility by working as member of stock team, if necessary

**Qualifications:**

**Education and Experience:**

* Retail experience preferred

**Business Knowledge and Critical Skills:**

* Demonstrated time management and organizational skills
* Demonstrated passion for customer service
* Ability to work in a team environment
* Attention to detail and ability to prioritize tasks
* Ability to work a flexible schedule that meets the needs of the business; could include overnight, evening, weekend and call-in shifts
* Ability to maneuver around sales floor and stockroom; climb ladder, lift and carry up to 50 lbs.