

## **Rocky's Ace Hardware**

### **Salesperson**

#### **General Responsibilities**

You assist your customers by:

- Maximizing sales and profitability through the utilization of Company programs
- Providing outstanding customer service
- Training and developing Associates in order to ensure effective use of Company programs, policies and procedures
- Following Company loss prevention policies and procedures
- Attending product knowledge training
- Maintaining pricing and inventory integrity
- Ensuring a safe and clean working environment
- Attending store and job-related meetings
- Ensuring that merchandise displays are full, complete and properly maintained
- Operating registers and other equipment
- Ordering and tracking special orders
- Ensuring that your area of responsibility has sufficient supplies to complete assigned duties
- Performing other responsibilities as may be needed

### **Cashier**

#### **General Responsibilities**

You assist your customers by:

- Maximizing sales and profitability through the utilization of Company programs
- Providing outstanding customer service
- Training and developing Associates in order to ensure effective use of Company programs, policies and procedures
- Following Company loss prevention policies and procedures
- Attending product knowledge training
- Maintaining pricing and inventory integrity
- Ensuring a safe and clean working environment
- Attending store and job-related meetings
- Operating registers and other equipment
- Greeting customers and directing them to appropriate department if needed
- Answering telephones
- Ensuring that your area of responsibility has sufficient supplies to complete assigned duties

Performing other responsibilities as may be needed