

IRELAND WEST AIRPORT JOB DESCRIPTION

Job Title

Part Time Retail Assistant

Reporting

You will report to the Retail Supervisor. This reporting situation may change as the organisation responds to ongoing change and business requirements

Purpose of Post

Ensure that merchandising within the retail department is given dedicated attention to provide customers with focused, knowledgeable and helpful information to assist in their purchasing decisions. This will include focusing on product placement and promotion with aim of increasing product sales.

Responsibilities

- To serve customers in a friendly and efficient manner providing an exceptional standard of customer care
- To communicate with the customers in an effective and welcoming manner
- To accurately compute sales prices, total purchases and receive & process appropriate payment from the customers in line with cash register and/or cash handling policy
- Suggest products to meet customer's needs using skills acquired from product research.
- Participate in conducting stock takes on periodic basis as determined by manager.
- Set up store displays to maximise visualisation and draw attention of customers.
- Promote key products by one to one promotion and product placement
- Clean shelves & counters and sweep floors internally and externally ensuring store is tidy and free from clutter at all times
- Clean all areas of the store (including staff facilities) as directed by Retail Supervisor
- Maintain a clean and well organised back store area
- To receive and check stock in line with company guidelines

Person Requirements

- Experience in a previous retail/merchandising role.

- Keen eye for detail required for merchandising and stock management.
- Exceptionally customer focused and committed to offering excellence in customer service.
- Strong visual merchandising skills.
- Has the ability to work flexible hours
- Excellent interpersonal and communication skills
- The ability to work as part of a team
- The ability to use initiative
- Sound judgement with the ability to make decisions
- Self-motivated
- Good attention to detail

The above list is not exhaustive and we expect to see a demonstration of the jobholder's individuality, innovativeness and use of their particular skills as appropriate.

To apply please e-mail your CV with a covering letter outlining your relevant experience to hr@irelandwestairport.com by no later than Monday 20th September 2021