

W. D. Boyce Council, Boy Scouts of America

203 E. Locust, Suite C

Bloomington, IL 61701

Part Time Retail Sales Associate

This individual will provide sales and service to Scouting staff, volunteers & families, and assist District Executive and Council staff as needed.

Job Duties and Responsibilities

- Keep the store clean, organized and stocked.
- Provide excellent customer service.
- Operate Point-Of-Sale (POS) software.
- Assist with loading and unloading popcorn (seasonal).
- Cash handling including making change.

Required Qualifications

- High school or higher education.
- Must be self-motivated and able to work well with little or no supervision.
- Physical lifting up to 25 pounds.
- Flexible working hours.

Experience

- Some Scouting experience is preferred, but not required.
- Some sales experience is preferred.
- Willingness to learn, or knowledge of, sewing is preferred.

Knowledge, Skills and Abilities

- Working knowledge of computer skills including Word and Excel.
- Must possess good verbal and written communication skills, both in person and on the phone.