



JOB OPENING

The Retreat a safe haven for families in crisis. Since 1987, who have been providing domestic violence and sexual assault services along with education to families, friends and neighbors in Suffolk County. We are currently seeking the following position.

RETAIL STORE ASSOCIATE PT/FT

The person will be responsible for:

BASIC FUNCTION

This position is responsible for helping the manager of the thrift store conduct the daily operation of the Retreat Boutique Thrift Store on a part time basis, including communicating and interacting with volunteers and customers, facilitating a safe and healthy working and shopping environment; providing excellent customer service, and generating positive net income for the agency.

- Independently run the store on given days as needed or in concert with the store manager.
- Assist the store manager to coordinate the flow of customer traffic in the store and dressing room areas by following all protocols to create a safe and healthy environment.
- Help maintain a clean and healthy environment by performing routine cleaning.
- disinfecting and sanitizing the store.
- Ensure store maintenance.
- Help oversee all aspects of receiving/accepting/evaluating donations (household, clothing, and furniture).
- Manage paperwork
- Communicate with the thrift Store manager on daily activities at the store.
- Develop a positive presence in the community to promote the agency.
- Other duties as assigned.

QUALIFICATIONS

- Must be able available to work weekends and holidays
- Ability to lift heavy objects (40+ lbs.)
- Background in fashion retail preferred
- Must have computer experience - Microsoft Word and experience with sales receipts.
- Ability to multi-task and work with a variety of people in a busy environment
- Strong positive interpersonal skills
- Driver's license
- Knowledge of thrift store operations a plus

The Retreat is an Equal Opportunity Employer. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions. Interested applicants please send letter of interest and resume to: humanresources@theretreatinc.org