

Sweet Tooth

Candy & Gift Company

Job Description – 8/1/16

Beginning mid to late August

Must be available 9:30 am to 6:30 pm Monday through Saturday

25 hours per week - 2 days off per week

Type of Employee

First preference will be given to an individual with retail **sales** experience and maturity. We are looking for a person who relates well to people and has a friendly and outgoing approach to life. Experience in other “people oriented” jobs will be important and the applicant should list such previous experience. Currently we are not hiring High School students. Please note this is a **SALES** position. Employees will need to know the merchandise and be able to interact with customers.

Sweet Tooth maintains a non-smoking environment.

References

Job applicants must give work references. **Personal and work references will be checked.**

Please provide names, phone numbers and other information.

Please do not provide names of relatives for job references.

Duties

This position involves **sales, handling and packaging candy, customer service, re-stocking, pricing merchandise, cleaning of store fixtures and well as general store cleaning, operating a cash register and credit card machine.** Candidate must be able to perform all of the above tasks, learn quickly and retain information on merchandise offered for sale in the store. These tasks can be learned but, creativity and a flair for gift presentation will be needed.

Other Requirements

Applicant must be able to lift **25 pounds, be able to mop, vacuum, and be able to obtain a Food Handler’s License.**

Compensation

The hourly wage is negotiable and will be discussed during interviews. Employees are entitled to store discounts. If you require a certain hourly wage, please indicate that amount. If you are unavailable for work at certain times, (example, you are enrolled in a class, you volunteer at a church, etc.) please indicate those times on the application.

Applications must be filled out in person at Sweet Tooth Candy & Gift Company

3747 South Harvard Tulsa OK.