

March 20, 2014

Memphis Pool Supply

Job Title: Sales Associate

Department: Retail - Seasonal

**Position Overview:**

This seasonal position provides customer service and sales in support of retail operations for Memphis Pool.

**Job Functions:**

- Customer service and sales
- Accurate cash handling
- Stocking, straightening and cleaning the sales floor and stock room
- Customer telephone inquiries
- Accurate and efficient water testing
- Computer operation (cash register and inventory management)
- Material handling and loading
- Engaging in safe work habits and maintaining a safe work environment
- Positive, pleasant attitude toward customers and coworkers
- Miscellaneous duties as assigned

**Requirements:**

- Work on Saturdays
- Effective communications skills
- Ability to lift up to 80 lbs.
- Ability to stand for long periods of time

**Other Skills/Abilities:**

- Ability to follow instructions
- Resourcefulness, including ability to use parts catalogs
- Exhibit self-discipline and initiative for effective customer service
- Ability to work in a team atmosphere

\*Note: This job description is not intended to be all-inclusive. Employee may perform other related duties to meet the ongoing needs of the organization.

Please send inquiries to [hr@memphispool.com](mailto:hr@memphispool.com).