

# **JOB POSTING – ST. VINCENT DE PAUL** **COMMUNITY STORE**

POSITION: **Cashier – Full-time**  
**1st Shift (9:30 am – 5:00 pm Mon-Sat )**

POSITION MANAGER: Krys Davidson, Manager of Community Enterprises

POSTING PERIOD: January 7, 2019 through January 28, 2019  
(Or Until Filled)

APPLICATION PROCESS:

If you are interested in the position, mail or email ([kdavidson@stvincentdayton.org](mailto:kdavidson@stvincentdayton.org)) a resume and/or a Letter of Interest to Krys Davidson, St. Vincent de Paul Community Store, 945 S. Edwin C. Moses Blvd., Dayton, Ohio 45417 requesting consideration for the position. **If you are a current employee of St. Vincent de Paul, you must submit a Letter of Interest to Krys Davidson and inform your current manager of your interest in this position.**

Summary of Position Responsibilities:

The position supports the Vision, Mission and Values of the Society of St. Vincent de Paul. Candidate would be responsible for operating the cash register, assisting customers and clients, stocking merchandise and maintaining the store. Position requires providing a high level of customer service.

QUALIFICATIONS:

- High school diploma or equivalent
- At least 1 year experience in a retail environment with cash register skills
- Demonstrate excellent customer service skills
- Ability to effectively interact with diverse populations
- Excellent communication skills – verbal and written
- Good computer skills
- Ability to perform simple mathematical functions
- Must be able to stand or walk for extended periods
- Must be able to lift up to 50 pounds
- Must be able to pass a drug screen and a background check