

Hartmann Part-Time Key Holder Position

Here are a few details about the job description.

Position Description:

Part-time key holder with a flexible school schedule. Available to work days-nights-weekends-holidays (hours are flexible) available for Spring Break and Easter and all other future holidays. Shifts vary day or night. The night shift is usually 1-9 (alone past 5pm)

Hours available:

10-15 a week – depending on business – Must be available to work Monday and Wednesday's 3-9.

Key Responsibilities:

Drive sales/customer service-assist with achievement of store goals and daily sales
Assist with opening and closing the store- bank deposits-merchandising-receiving-total store operational standards- Protect company assets.
Friendly and Enthusiastic - Punctual and reliable - takes pride in quality work
Leads and motivates
Great communication skills- can handle customers complaints and concerns -
Understands the importance of customer service and takes the initiative to get work done
Store hours - Mon-Sat-10-9 (we arrive at 9:30am and close right at 9pm) Sundays 10-7(arrive at 9:30)

We will train you on all store operational standards and store policies and procedures. We have a great sales training program that all the employees do.

We are looking for an employee who can make sales happen and take care of our customers.

Dress Code:

Professional dress – no open toe shoes or tennis shoes- no sleeveless shirts or dresses

Men: dress pants – black or khaki – dress shirt – no polo shirt

Women: dresses or skirts – professional dress shirt or top – no leggings or jeans.

Let us know if you are still interested in the job position. It seems like a lot but it really is all about customer service. We are dedicated to all our loyal customers and we make it fun for everyone who works here.

Interested?:

Email us at store474@hartmann.com to set a formal interview.