

**Native Seeds SEARCH  
Seasonal Retail Associate  
Job Description**

Under the supervision of the Retail Manager, Seasonal Retail Associates are responsible for assisting with the distribution of all merchandise available to the public through the Native Seeds/SEARCH Retail Store located in Tucson, AZ. This is a part time job without benefits, requiring flexible and weekend availability.

Duties and Responsibilities

- Provides courteous and prompt customer service
- Conducts store sales transactions at the POS
- Performs Opening and Closing duties with other team members
- Maintains and restocks store shelves
- Assures all items in the store are properly labeled and priced
- Informs management about customer requests
- Participates in department and organization meetings
- Participates in physical inventory counts and reconciliation
- Performs other duties as assigned

Skills and Qualifications

- Understanding of and commitment to the organization's mission, vision, and values
- Excellent customer service and communication skills
- Ability to lift and/or move objects and displays, bend, stoop, reach with arms and hands, and climb on ladders
- Weekend Availability
- Previous experience operating a POS (Point of Sale) system
- Flexibility – willingness and ability to fill in on non-scheduled days (including holidays, and off-site events)
- Efficient organization and time management skills
- Openness to people and traditions of different cultures and ages
- Reliable, responsible, and able to work independently and as part of a team
- High degree of professionalism
- Reliable vehicle/transportation

Hourly Wage: \$12/hr., approximately 24 hrs/week