



1260A Brown Street (Hwy P)
Oconomowoc, WI 53066-2491
262-567-6651 • www.tobins.com

Job Description: Fashion & Jewelry Sales Associate

Principle Objective: Contribute to Tobin's overall goal of providing exceptional customer service

Responsibilities:

- Establish a relationship with each customer and learn their purchasing preferences
- Remerchandising and cleaning the department on a regular basis to keep it fresh and exciting
- Assist with new product launch events
- Meet weekly department performance goals
- Obtain return authorizations and credits for defective merchandise
- Proficiency in Tobin's Point-Of-Sale Procedures
- Learn and utilize gold star selling techniques with each customer
- Keep informed about the latest fashion & jewelry trends through magazines and trade journals
- Perform daily departmental pre-checks to see what's changed

Job Qualifications:

- Strong verbal selling skills, interpersonal skills, and has the ability and willingness to learn the business
- Ability to work in a fast-paced environment
- Ability to multitask and problem solve
- Comfortable working with computer software programs and a basic understanding of creating documents and reports
- Must be willing to work 1-2 nights per week, and every other weekend
- Must be able to lift at least 35 pounds and work eight hour shifts
- Additional responsibilities assigned by management

*Please email, fax, or send in a resume to:

Human Resources
1260A Brown Street (Hwy P)
Oconomowoc, WI 53066
Email: hr@tobins.com
Fax: 262-560-0827