

Job Posting : Part-time Coal Mine Giftshop / Ticket sales person

Position Summary: Part-time Gift shop/Ticket sales person will be responsible for the selling of all retail items at the Coal Mine tour. These items include gift shop inventory, concession inventory and Tickets for the Coal Mine Tour.

Responsibilities include:

- The use of a Point of sale computer system for the selling of Gift shop merchandise, Coal mine Tickets and Concession items.
- The scheduling and organizing of Coal Mine Tours.
- The Taking of reservations for the Coal Mine Tour.
- Inventory control, Stocking and Pricing of Gift shop inventory.

Qualifications:

- 2 years Retail experience preferred.
- Proficient with Point of Sale Computer systems.
- Strong Focus & Organizational skills
- Must be willing to work flexible work schedule including weekends.
- Must be comfortable dealing with the public in a professional manner.