

# United States Jobs Expertini®

## Key Holder - Sag Harbor

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Company: Cynthia Rowley

Location: Sag Harbor

Category: other-general

The Cynthia Rowley Sag Harbor, NY boutique is seeking an experienced full-time Key Holder to join our team. The ideal candidate will be energetic, flexible, and enjoy working in a fast-paced environment. They will be responsible for working in the front of the store to ensure customer satisfaction and help build a strong rapport with customers. Candidates should possess a clear understanding of customer service and styling expertise.

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### **ESSENTIAL DUTIES AND RESPONSIBILITIES**

Provide customers the best experience by being knowledgeable about products, services and prices.

Work with customers and exude excellent customer service and clienteling skills.

Handle sales transactions in accordance with established policies and procedures.

Ensure the selling floor is neat, clean, organized and visually representing the Cynthia Rowley brand.

Communicate inventory needs to HQ to support the business goals.

Perform store opening and closing duties.

Organize the sales floor and maintain inventory.

Assist in the creation of visual merchandising plans for the store.

Provide back-of-store support by pulling product, completing returns, and processing payments.

Assist in other areas of the store as needed to ensure customer satisfaction.

Understand and comply with all applicable federal, state and local laws, regulations and policies.

### **QUALIFICATIONS:**

High School diploma or equivalent required; Associates degree preferred but not required.

At least 1 year of retail sales experience is required.

Strong communication and organization skills.

Knowledge of current trends and fashion styling.

Ability to work flexible hours to meet the needs of the store including nights, weekends, and holidays.

**Job Type:** Full-time

**Salary** Hourly + commission

**Shift:**

8 hour shift

**Weekly day range:**

Weekends as needed

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