

**We are looking for friendly Cashier(s) with customer service skills and a positive attitude. You will be responsible for receiving payments for merchandise and services.**

### **General Duties and Responsibilities**

- Excellent Customer Service is priority one.
- Job performance is largely based on customer service, staff support, and sales transactions.
- Assist consultants and manager to achieve company goals.
- Able to communicate effectively verbally and in writing.
- Meet and greet everyone who enters the facility.
- Obtain liability waiver for all non-members working out.
- Properly handle all customer questions, requests, concerns and complaints, both in person and on the telephone.
- Familiarize self with competition, industry and nutritional products.
- Assist with daily cleaning responsibilities/maintenance of the club – capabilities must include, but are not limited to: standing, bending, squatting, lifting arms over head for long periods of time, and the ability to lift and carry 45 pounds.
- Perform cross-training to achieve overall company goals
- Exceed member expectations in service, maintenance, cleanliness and value.

### **Sales and Computer**

- Properly use computer system to enter all transaction and/or payments.
- Properly use Notes system to ensure consistency and thoroughness of paperwork.
- Maintain proper cash control, through proper handling as well as accurate and consistent verification.
- Responsible for controlling proper inventory and supplements in club.