

## **Job Title: Part-Time Cashier – Supermarket**

**Location:** On-site – [Your City], [Store Name]

**Department:** Front-End / Customer Service

**Reports To:** Store Manager or Front-End Supervisor

**Employment Type:** Part-time (Evenings/Weekends preferred)

### **Job Overview**

We are looking for a friendly and dependable **Part-Time Cashier** to join our team at [Store Name]. As the first and last point of contact for customers, you will play a key role in creating a positive shopping experience. The ideal candidate is customer-focused, reliable, and able to work efficiently in a fast-paced retail environment.

### **Key Responsibilities**

- Operate cash registers and handle transactions accurately using POS systems.
- Greet customers warmly and assist with questions or concerns.
- Scan, weigh, and bag groceries while following store policies and safety standards.
- Handle cash, credit, and mobile payments securely and responsibly.
- Maintain a clean and organized checkout area.
- Inform customers about store promotions, loyalty programs, or return policies.
- Collaborate with other staff to ensure smooth front-end operations.

### **Technical Skills (Hard Skills)**

- **Point of Sale (POS) Experience:** Familiarity with modern POS systems and barcode scanners (training provided).
- **Basic Math Skills:** Ability to quickly calculate totals, change, and apply discounts.
- **Accuracy:** Attention to detail in scanning items, entering prices, and handling money.

### **Soft Skills (Interpersonal Abilities)**

- **Customer Service:** Friendly, approachable, and able to maintain a positive attitude with a variety of shoppers.
- **Communication:** Clear and polite when speaking with customers, coworkers, and supervisors.
- **Reliability:** Dependable with consistent attendance and punctuality.

- **Multitasking:** Comfortable handling long lines or multiple customer needs during busy periods.
- **Teamwork:** Willing to assist others and contribute to a supportive work environment.

## **Qualifications**

- Must be at least 16 years old.
- Previous retail or customer service experience preferred but not required.
- Ability to stand for extended periods and lift up to 20 lbs.
- Flexible schedule availability, especially on evenings, weekends, and holidays.

## **What We Offer**

- Competitive hourly wage.
- Flexible part-time hours (10–25 hours/week).
- Employee discount on store purchases.
- On-the-job training and advancement opportunities.
- Positive, team-oriented workplace culture.