

## HELP WANTED

Part time Sales assistant – 10-20 hours/week

Your responsibilities will be to manage a Facebook marketplace account as well as any secondary market selling sites (eBay, Amazon). You will be required to create listings and schedule repackings for goods with high markup values. You will have to keep track of trending items and properties in an excel sheet that be exported in a monthly report. You will have to stay up to date on shipments and accounts on various platforms.