

# Friends of Pinery Nature Store

## Student Summer Job Description – Retail Sales Clerk

<b><i>Length of contract:</i></b>	34 days during summer
<b><i>Wages:</i></b>	\$11.40 per hour
<b><i>Hours:</i></b>	7.25 hours per day - approximately 9:50am to 5:05pm
<b><i>Location:</i></b>	Pinery Provincial Park Visitor Centre

### ***Eligibility:***

- Students need to be enrolled in secondary or post-secondary institutions or within six months of graduation (e.g. if a student graduated in December 2016, they could apply for an OPS summer student position up until June 2017).
- Students must be residents of Ontario.
- Students must be eligible to work in Canada.
- Students must be between 15 and 24 (not yet reached the age of 25) upon commencement of employment

### ***Responsibilities:***

- Serve customers in the Friends of Pinery Nature Store in a helpful, friendly, cheerful and courteous manner
- Use sales system, use POS machine for processing credit and debit transactions and handle cash
- Stock shelves and keep store clean, tidy and organized
- Promote the Friends of Pinery Park
- Let customers know of the benefits of membership in the Friends of Pinery Park
- Process memberships
- Be on time for work
- Assist store manager

### ***Qualifications and Skills:***

- Friendly with strong interpersonal and communication skills
- Mathematical and cash handling skills
- Able to work independently
- Available to work weekends

**Please email resume to [fopp@oxford.net](mailto:fopp@oxford.net)**