

## Retails Sales Clerk – House of Sim-oi-Ghets Job Posting

KITSUMKALUM INDIAN BAND



House of Sim-oi-Ghets

"House of Sim-oi-Ghets" means "House of Chiefs" in the Tsimshian language. The House of Sim-oi-Ghets first opened its doors in 1971 and has been a retailer offering a vast assortment of arts & crafts ever since. Authentic First Nations Arts and Crafts including hand carved silver jewelry, Manitobah Mukluks, hand carved masks, framed prints and photographs, seasonal items, tobacco products, and fashion crafts (clothing and accessories).

We are looking for Part-Time Sales Clerk to work at least 15 hours a week. Under leadership of the Store Manager and Assistant Store Manager, the primary responsibility of the Sales Clerk is to support the in-store customer service experience by flawlessly executing operational standards, drive sales and responsible for opening and closing when the store manager and assistant manager are not present.

### Retail Sales Clerk, Terrace, BC

**Job Type:** Part time: 3-4 days a week

**Career Level:** Entry Level

**Education:** High School or equivalent

#### Qualification & Requirements:

- Be able to provide excellent customer service
- Ability to work unsupervised
- Reliable
- Flexible for on-call position
- Retail experience is an asset

Must be flexible and available to be on-call shifts, workdays, evenings, weekends and holidays.

#### HOW TO APPLY

Applicants should send a resume and cover letter to [jbohn@kitsumkalum.bc.ca](mailto:jbohn@kitsumkalum.bc.ca) or drop off in person at the House of Sim-oi-Ghets, 14295 Highway 16 West, by **October 13, 2014**

While we sincerely appreciate all applications, only those candidates selected for interview will be contacted.

Please note the selected candidate will require a criminal records check.