

Gear Closet Associate

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**305 Signal Mountain Road
Chattanooga, TN 37405
423-413-3298**

Hours of Operation

Wed.- Fri: 12pm - 6pm
Saturday: 10am - 5pm
Sunday: 1 - 5pm
Closed Mon. and Tue.

SUMMARY:

The Gear Closet is the non-profit WaterWays' used outdoor gear store, located right across from Baylor School on Signal Mountain Road. [All proceeds from the store fund WaterWays' projects and educational programming.](#) The Gear Closet associate helps customers while they shop, answers questions, tags and puts out merchandise, and assists in daily store operations.

ESSENTIAL FUNCTIONS:

- Accept donations and consignment items.
- Strengthens the connection between WaterWays and The Gear Closet and promotes WaterWays programs.
- Manages communications - conveys information to WaterWays staff.
- Serves customers by helping them select products.
- Drives sales through engagement of customers and sharing product knowledge and highlighting new products via social media
- Greets and receives customers in a welcoming manner and helps them find items.
- Provides outstanding customer service.
- Documents sales by creating or updating customer profile records.
- Manages financial transactions.
- Processes payments by totaling purchases, processing checks, cash, and store or other credit and debit cards.
- Alerts management of potential security issues.
- Assists with inventory, including receiving and stocking merchandise, keeps up to date with products and local outdoor amenities.
- Keeps clientele informed by notifying them of preferred customer sales and future merchandise of potential interest.

Education and Experience

- High school diploma or GED
- Retail experience

Hourly Rate:

- Starting pay \$15.00
- Opportunities for advancement

Send Resume and cover letter to Marybeth@mywaterways.org