



Church of God by Faith, Inc.

2409 Old Middleburg Road N. ~ Jacksonville, Florida 32210

Sales Associate Ministry Volunteer Job Description

Volunteer Job Title: Sales Associate

Reports to: Glenda White

Scheduled Shift: General Assemblies and Events

Job Location: To Be Announced

The By Faith Store Ministry consists of volunteers that are energetic team players with an interest in sales and/or customer service. The hours are typically before, between, and after services divided into 2 hour increments. The store is open for the duration of the conference. Men and women are needed as we may encounter some heavy lifting and transporting materials. An ideal sales session consists of at least 4-6 people.

Job Duties:

- Acknowledge and greet customers
- Provide product knowledge to customers through features, values and benefits
- Suggestively sell additional items
- Handle returns/complaints graciously and effectively
- Ensure the store is neat, clean and organized

Details of Job:

- Report to store location at least 10 minutes prior to shift start
- Ensure products are displayed neatly in designated areas
- Escalate issues/problems/concerns to store management immediately
- Pack/Unpack merchandise
- Be aware of products and promotional items
- Participate in store opening and closing duties