



Randall's Farm & Greenhouse

631 Center Street
Ludlow, MA 01056

Job Description: Cashier

Reports to: Retail Store Manager/Customer Service

A The primary responsibility of a cashier is Customer Service, collecting accurate payment for items purchased, ringing, providing receipts, and bagging items. Also may handle returns and exchanges. Performs related duties as assigned including assisting other departments.

Daily Tasks Include:

- Assist customers in product choice and availability. Maintain product knowledge.
- Process customer transactions.
- Correctly package and handle merchandise.
- Accurately accept and process payments including cash, personal checks, credit/debit cards, EBT, coupons, and gift certificates.
- Correctly operate cash register, credit card machine, scale, and calculator.
- Accept lawful responsibility for the sale of alcohol, and lottery transactions.
- Accurately follows established cash handling procedures at all times.
- Check in, price, and stock merchandise.
- Maintain a clean and neat work area.
- Maintains proper dress and adheres to company policies.

Other Responsibilities: Merchandising products, restocking shelves, packaging products, checking for expired or damaged products, inventory.

Minimum Education: 2 years High School

Age Requirement: Must be minimum 16 years old; 18 years old for alcohol sales.

Skills: Must be personable. Must be able to follow oral and written instructions and established procedures; must have sound basic math skills.

Physical Requirements: Prolonged standing/walking required. Moderate physical effort: (lift/carry frequent up to 40#.)