

Blueview Nurseries, Inc.
200 Bay Road Norton, MA 02766
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Position available:

Point of Sale: Reception and check out

JOB DESCRIPTION:

Associates must be able to learn and be proficient in this point-of-sale program. The point of sales tasks includes entering customer information, providing status of order, and inputting additional details for orders. Other duties include answering the phone, greeting customers, directing customers to areas of interest, and page sales associated with 2-way radios for assisting customers. All responsibilities will be done by Blueview Procedures.

General Qualifications:

- Valid driver's license
- Excellent communication and problem-solving skills
- Ability to manage high stress and fast paced environment
- This associate will be required to be clean and neat to have a professional appearance
- Work independently on assigned nursery tasks
- Proactively identify work that needs to be done and following through to completion
- Ability to work respectfully as a team with co-workers
- Timely and dependable attendance
- Energetic, friendly, self-motivated
- Day time and weekend availability

Specific Qualifications:

- Able to work in a fast-paced environment
- Ability to multi-task
- Attention detail
- Ability to work outside in an enclosed check out booth

Wage:

To be discussed. Based on experience and qualifications.

Benefits:

- BlueCross BlueShield Health Care
- After 1 year: 1 week paid vacation