



# THE TRILLIUM STORE

## AT THE BELLEVUE BOTANICAL GARDEN

### **Part Time Retail Associate**

The Trillium Store at the Bellevue Botanical Garden is viewed as the 'front porch' of the Bellevue Botanical Garden Society (BBGS) as it welcomes and educates visitors while earning vital revenue for the Society's many other educational and fundraising activities.

We are currently seeking a part-time retail associate to join our team. The duties of the position of retail associate include, but are not limited to:

- Execute Opening and Closing procedures
- Handle sales using the store Point of Sale System, including reconciliation of daily reports
- Provide friendly and efficient customer and visitor service
- Restock shelves
- Conduct day-to-day store maintenance
- Work with store volunteers

Reports to: Trillium Store Manager and BBGS Operations Manager

Working Conditions: Ability to work varying days, including weekends and evenings. Due to the nature of retail, one can anticipate the possible need to bend and safely lift 50 pounds. Long periods of standing are required. This is a part time hourly position \$17/hr to \$20/hr DOE.

Please submit your letter and resume to [application@bellevuebotanical.org](mailto:application@bellevuebotanical.org)