

Amusements Gift Shop Part Time Retail Sales Assistant

Amusements, the gift shop for Seattle Opera and Pacific Northwest Ballet at McCaw Hall is seeking a part-time employee. This position requires evening and weekend hours and averages 10-30 hours per week (max hours in November and December).

Responsibilities

- Act as shop lead during performances. Including; training and managing volunteers; setting up, opening, re-stocking and closing shop and processing daily sales reports.
- Maintain the appearance, organization and cleanliness of the sales floor and stockrooms.
- Research ballet and opera productions to be knowledgeable about what is on stage and the related products in the shop.
- Assist manager on non-performance days with receiving and processing inventory, data entry and office work.

Qualifications

- Retail sales experience
- Previous point-of-sale experience
- Experience working with and supervising volunteers preferred
- Excellent interpersonal and customer service skills
- Must be dependable, self-motivated and extremely organized
- MS Office and Windows proficiency. Including Outlook and Excel
- Lifting and hours of standing required
- A love of the arts is a plus

Compensation

- \$16/hour
- Complimentary passes to Seattle Opera dress rehearsals and Pacific Northwest Ballet performances

To Apply:

Qualified candidates please submit resume and cover letter to:
Amusements, 321 Mercer St, Seattle, WA 98109 ATTN: Shop Manager
Or e-mail to: info@amusementsgiftshop.com. No phone calls please.

AMUSEMENTS IS AN EQUAL OPPORTUNITY EMPLOYER