

HELP WANTED: BOOKSTORE SALES ASSOCIATE

Concordia Publishing House, the publishing arm of the Lutheran Church-Missouri Synod, currently has a part-time bookstore associate position available on the campus of Concordia College-New York in Bronxville. This position will provide excellent customer service while contributing to a visually attractive, clean, and organized environment. Duties include:

- Provide friendly, helpful service to customers.
- Greet customers with a smile and a welcome.
- Demonstrate enthusiasm and initiative toward job responsibilities.
- Answer store phone within three rings and with proper store greeting.
- Open and close store according to procedure.
- Clean and merchandise displays as directed by store manager.

The successful candidate will have a minimum of a high school diploma. Retail experience is strongly preferred. Please forward cover letter and resume to: cphresume@cph.org or visit us on line at cph.org.