# JOB POSTING

Position

CASHIER - PART TIME - TEMPORARY

Company

Cooperative Services Center

Application Deadline

August 14, 2018

Education

High School Diploma

Experience

Prefer 6 months Cashier Experience

Location

100 S Franklin St., Wake Forest, NC

Certifications

N/A

Summary

Receive payments from customers for electric bills
Enter customers' transactions into computer to record transactions and issue computer-generated receipts
Maintain a supply of cash to meet daily needs
Receive and count daily inventories of cash and checks; balance out at end of shift
Answer general customer account inquiries

Hours are Monday - Friday 1:15 pm - 5:15 pm; Pay is $10.25 - $12.30 per hour depending on experience

*This position reports to Cashier Supervisor

Requirements

Exhibit a positive, professional attitude when dealing with customers and coworkers. Have an outgoing, friendly personality. Have adequate knowledge of mathematics.

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APPLY FOR THIS JOB

E-mail resume and cover letter to: jobs@pemc.coop