

# JOB OPPORTUNITY

## Retail Sales Associate & Museum Attendant

### THE HOOKED RUG MUSEUM OF NORTH AMERICA

9849 St. Margaret's Bay Road, Queensland, NS (just past Hubbards)

#### Job Summary

The Hooked Rug Museum of North America is committed to the preservation and curation of the history of rug hooking and the impact it has on Nova Scotia and the wider community. Each year the museum welcomes visitors from all over the who come to soak in the artistry of the works we display, learn something new in the workshops or pick up supplies for their next project.

As Retail Sales Associate in the Fibre Art Market, you will play an integral role on the team, engaging and connecting to museum visitors by providing excellent customer service. You will be an important part of creating a welcoming environment that promotes community and crafting. A willingness to learn about the craft of rug hooking is very important.

**Student, Youth, Adult - between the ages of 18 to 30**

**9 consecutive weeks (June – August )**

**5 day week (10:00am – 5:00pm) 6 hours per day**

**Hourly rate: minimum wage \$16.75**

#### Responsibilities:

- Acknowledge and manage customer interactions with care
- Provide customer-focused, friendly service to visitors in the Museum and Fibre Art Market
- Assist with preparing rug hooking supplies, kits and packaging
- Perform daily sales procedures – assisting customers, processing sales, and balancing sales receipts at the end of the day
- Light housekeeping to maintain the cleanliness of the Museum and Fibre Art Market
- Asssit with other small tasks as they pertain to ongoing events and projects

#### Qualifications:

- Excellent verbal communications skills
- Strong attention to detail and organized skills
- Demonstrated proficiency in cash handling procedures and the ability to reconcile cash at the end of the business day
- Strong interpersonal skills and a service mindset

Resumes can be submitted via email to: [hookedrugmuseum@gmail.com](mailto:hookedrugmuseum@gmail.com)