

Cashier M/F - Old Bond Street

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Company: Moncler Spa

Location: United Kingdom

Category: other-general

The **Moncler Old Bond Street flagship store** is looking for a **Cashier/administrator** to join their team.

This role is pivotal for the performance of the store. You will ensure our clients have a great lasting impression by providing exceptional service at the till point and add value to their experience. As a critical member of the team, in addition to completing customer transactions, you'll help improve the efficiency of the store by supporting the management team in managing the after sales process end to end and some aspects of administration in store.

Main activities:

Responsible for the operation of the main till for cash payments, split card payments, voucher, deposit slips, receipts and other related payments;

Validate and establish prices of products, and apply price stickers;

Scan and log in the price of products on the system;

Give assistance to clients at POS to ensure a pleasant shopping experience;

Handle refunds and exchanges at register while maintaining a friendly disposition;

Explain specialised information through selling procedures that will promote sales and attain company objectives;

Obtain and handle payments in accordance with the organization's established procedures;

Click from Store daily tracking;

To collaborate with the store team and to be engaged in Moncler's vision and mission in order to strengthen Company's Community and to work in a full integrated manner on a global scale, improving organisation and driving innovation as a team;

To take charge of customers' repair requests, to deal with customer complaints and ensures that the corporate after sales procedures are accurately adhered to;

Responsible for packaging refill and weekly orders including packaging, stationery, drinks for customers;

Manage bank remittance, reconciliations and invoicing;

Monitor store email effectively;

Follow up on store escalations;

Process and daily checks of online reservations and in-store reservations;

Track and assign in store appointments both online and in store;

Responsible for hosting assistance by preparing lists of restaurants recommendations, exhibitions, art galleries and entertainment in town.

The ideal candidate:

Must have previous cashier and administrative experience;

An organised and reliable person;

Highly skilled in promoting friendly atmosphere and efficient customer service;

Must be immaculately presented and have a positive attitude;

Excellent communication skills;

Ability to prioritise and organise workload;

Great attention to detail;

Digitally aware. Ability to work with different software and tools.

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