

INDIANAPOLIS MOTOR SPEEDWAY
POSITION DESCRIPTION

POSITION TITLE: Official Trackside Gift Shop Sales Associate

DEPARTMENT: Consumer Products

REPORTS TO: Official Trackside Gift Shop Store Manager

POSITION LOCATION: Hall of Fame Museum inside the IMS grounds, as well as various locations on and off IMS grounds

FLSA STATUS: Non-Exempt / Full-Time, Part-Time or Seasonal

SPECIFIC DUTIES:

Greet customers and ascertain customer interest.

Make recommendations, locate and present merchandise based on customer interest.

Present merchandise to increase sale with add on items to customer interest.

Must be able to describe merchandise features, benefits and explain the use.

Maintain knowledge of current promotions.

Must be able to answer questions regarding store and merchandise.

Continual improvement to reach and exceed established sales goals.

Develop knowledge of Indianapolis Motor Speedway interest including: facility and series that stage events at IMS.

Perform all cash register functions.

Assist with training of new sales associates.

Assist with daily housekeeping.

Assist with merchandise presentation, pricing, inventory and replenishment.

Must be able to lift 40#, reach over head, stand for long periods of time.

Enthusiasm for and commitment to the company and the Vision, Mission and Values.

Other duties as assigned by the supervisor.

QUALIFICATIONS:

Must possess a valid driver's license.

Experience in Retail Sales.

High school graduate or GED with equivalent experience: in an equivalent company preferred.

Must be able to work weekends and overtime as needed.

High integrity and ability to work in stressful situations.

Ability to build and maintain working relationships with other Associates.

Innovative thinker and self-starter.

Strong customer service and communication skills.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

WORK ENVIRONMENT:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.