

Position: Salon Keyholder & Sales Specialist

Reports to: District Manager

Job Description

The Salon Keyholder & Sales Specialist contributes to the success of Ultimate Exposure by providing exceptional customer service to our customers during their tanning experience, meeting and exceeding personal and team sales goals, ensuring the environment is clean and well maintained, and handling opening and closing procedures and cash-handling.

Responsibilities

Greets customer promptly
Answers the telephone courteously
Responds to customer inquiries or connects customer and manager if needed
Use sales skills to communicate product information regarding tanning packages and tanning products to ensure customer's needs and sales goals are met
Maintain cleanliness of entire salon
Directs customer services problems or special requests to the manager
Completes opening and closing cash handling procedures
Adhere to all company policies and procedures
Perform miscellaneous job-related duties as assigned
Opening and closing the salon

Skills/Qualifications

Excellent communication skills
Energetic and positive attitude
Customer service oriented
Team player
Detail oriented
Able to anticipate problems and recommend solutions
Identifies opportunities to improve salon and work environment
Completes quality work in an efficient manner within agreed upon timeframes
Basic computer skills

Additional Requirements

Professional appearance befitting a high-end salon
Enjoys tanning
Must be able to stand for extended periods of time
Must be able to bend and lift 25 pounds
Excellent verbal communication skills
Must be willing to work primarily alone

To Apply

Send completed Ultimate Exposure application to uejobs@chicagotans.com or fax to 312-666-3117