

Coyuchi Sales Associate at the Shop at ABC Home

Reports to:	Store Manager
Status:	Full Time or Part Time, Regular
Exempt/Non-exempt:	Non-exempt
Profit-Sharing Pool:	Eligible
Location:	Coyuchi Shop at ABC Home store, NYC

Coyuchi

Coyuchi was founded 20 years ago in Point Reyes Station, a small, rustic town on the Northern California coast. There, surrounded by ocean and forest, beach and bluff, we created a line of home textiles rooted in nature. Our signature bedding, made from 100% certified organic cotton, soon earned a loyal following among people who nurture a connection to the natural world in their lives and in their homes.

With the largest selection of organic cotton bedding and bath linens, Coyuchi is now expanding beyond cotton and beyond textiles, as it rapidly grows towards becoming the internationally recognized source for transforming your home into a natural sanctuary that supports, comforts and rejuvenates — mind, body and spirit.

Coyuchi is a multi-channel retailer with a robust wholesale business, international distribution and direct-to-consumer channels that include Coyuchi.com, The Coyuchi Outlet in Point Reyes, CA and The Coyuchi Shop at ABC Home in New York City.

Position Overview

The Sales Associate at the shop at ABC Home, NYC, plays a vital role in the customer experience. S/he is required to translate the Coyuchi Aesthetic Eco System to that of the customer's personal style. Communicating the connection to nature further defines our unique market niche.

Primary Responsibilities

- Assume Shop Manager responsibilities in their absence
- Customer sales in person and on phone
- Check-in inventory and price product, generate new Skus as needed using AS400
- Generate and Record daily sales figures in Excel spread sheet, send to corporate
- Pack products for shipping to the DC and Coyuchi Outlet when necessary
- Follow all ABC vender policies and procedures
- Basic upkeep of store
- Maintain product knowledge of new and existing products
- Help with merchandising product

General Skills

- Leadership qualities
- Great sales ability
- Excellent customer service
- Self-starter with a “can do” attitude
- Problem solver – keeping a positive attitude, maintaining professionalism at all times while being resourceful
- Team work – assist Coyuchi and ABC sales Associates with their client’s sales
- Good computer skills
- Be able to lift 30 pounds

Qualifications

- Retail or other customer service experience
- Minimum High School diploma, College preferred

Expectations:

- Be able to interact with the customers and fill their needs
- Be knowledgeable about Coyuchi products and convey their attributes to customers
- Work as a team with other Sales Associates
- Help keep Store visually appealing and well stocked