

HELP WANTED ADS - RETAIL

When an employer needs to hire a worker, the first thing the employer will do is write a help wanted advertisement to let job seekers know: 1) About the store. 2) Job title. 3) Job duties. 4) Education, skills, and work experience needed (known as qualifications). To learn how to read help wanted ads, study these online job opening descriptions:



Description of Target Stores: Big or small, our stores have one thing in common: They are all Target. Guests can walk into a Target store of any shape or size **and find** great merchandise, helpful team members, clean and bright aisles, and incredible value. Also, Target offers products on its website, quick-and-easy online ordering, and many delivery options.



Title: Guest Service Team Member

Job Description: As a Guest Service Attendant, you manage the front end and are the face of what Target stands for. 1) You'll always look for opportunities to go above and beyond guest expectations, and be there to help your team with the tough questions from customers. 2) You will help guests feel good about their Target shopping experience because it's frictionless (stress free), inspiring (uplifting and creative), and rewarding (pleasing). 3) You will create a friendly environment that generates lots of Target love and loyalty among guests so they will want to return to shop Target. 4) Welcome every guest in your own authentic (real) way; show guests to the shortest line; and quickly resolve (fix or answer) any questions guests have. 5) Make sure cashier areas are never above

“1+1 Standard” of one guest being checked out and one guest waiting — always apologize for any wait.

Qualifications: 1) Welcoming and helpful attitude toward guests and other team members. 2) Able to learn and adapt to new technology needs. 3) Able to think quickly on the spot to answer guest questions. 4) Able to work flexible work schedule (that is, nights, weekends, and holidays). 5) Good attendance is necessary. 6) Able to lift 40 lbs. 7) Six months retail work experience or volunteer work preferred, but not required. 8) Minimum age is 16 years old.

Apply for a job at a Target at website: jobs.target.com.

Target website application will take 15 to 30 minutes to complete. If you need to stop, you can pick up where you left off within 96 hours at Target application computer.

Application will ask for your: a) background; b) references, c) job wanted; and d) give you Employment Assessment to make sure your personality matches what is required for the job. Make sure you have everything you need before you start the application: 1) Your Social Security Number. 2) Address and contact information. 3) Education information. 4) Information about employment or volunteer experience. 5) You must be able to start within 60 days from day you apply.



Description of Kohl's: Between our standard Kohl's stores, Off/Aisle and FILA Outlets, we've got nearly 1,200 stores nationwide! We need talented Associates to bring customer experience to life.

Job Titles Available:

POS (Point of Sale) Associates. Duties include taking payments, bagging items, and explaining current sales. POS Associates should look presentable at all times. POS Associates start at minimum wage.

Customer Service Associates. Duties include process returns, find items for customers, keep stores orderly, and assist cashiers. Customer Service Associates must also stock shelves and price check items. Customer Service Associates must be calm,

courteous, and able to work in fast-paced environments. **Freight Associates.** Duties include receiving shipments, organizing back rooms, and stocking shelves. Other job duties include inspecting items and repricing inventory.



And it always helps if you love to smile! Applicants should show interest in helping others because daily duties include walking sales floor and assisting customers. Most Associates work part time, and must be available to days, evenings, and weekends.

Job Qualifications: Hiring managers look for people with strong communication (talk and listen) skills and positive attitudes. We look for motivated and enthusiastic Associates who represent our brands and provide our customers with the best shopping experience possible.

And it always helps if you love to smile! Applicants should show interest in helping others because daily duties include walking sales floor and assisting customers. Most Associates work part time, and must be available to days, evenings, and weekends.

To apply for a Kohl's store job (minimum age is 16 years old): corporate.kohls.com/careers

To read Frequently Asked Questions (FAQ): kohls Careers.com/storefaq

QUICK CHECK:

- List 4 things employers let job seekers know.
- Guests can walk into Target store and find what 4 things?
- Define: a) Frictionless. b) Inspiring. c) Rewarding. d) Authentic. e) Resolve.
- What is meant by "1 + 1 Standard"?
- Of Items #1 to #4 in Job Description, write down 2 that describe you today.
- Of the 8 items in Qualifications, write down 3 that you can do.
- a) At what website do you apply for a job? b) How long will application take? c) List 3 things the application will ask you for; and 1 thing the application will give you.
- Do you think your personality is right for -- a) Guest Service Team Member job? b) Stockroom Team Member job? c) Truck Driver Team Member Job?
- List 4 things to have before you start the Target application.
- List the names of the 3 Kohl's owned stores.
- List 3 duties of POS Associates.
- List 3 duties of Customer Service Associates.
- List 3 duties of Freight Associates.
- a) For what 2 things do hiring managers look? b) And, what always helps? c) Why should applicants show interest in helping others?
- a) Give the address of the website to apply for a Kohl's job opening. b) For what do the initials FAQ stand?
- If you were offered a job as Sales Team Member at Target, in which department would you like to work? b) Give a reason for your answer.
- If you were offered a job at Kohl's: a) Which days would you like to work? b) What hours?
- Of the 3 jobs listed for Kohl's, which do you like?