



Job description - Assistant Shopkeeper/Para-Vet

Objectives of this Role

- Marketing and selling all products in the stores
- Facilitate and communicate with farmers to help them in their decision-making
- Attend to customer enquiries and give advise accordingly
- Represent our company with professionalism and enthusiasm
- Keeping a record of sales and stock for the store
- Restock the shop on time in the absence of the store manager
- Maintain a tidy shopping environment and welcoming atmosphere
- Daily banking

Daily and Monthly Responsibilities

- Greet customers as they enter the store
- Ensuring good relations/ communication between Farm Depot and Farmers
- Answer customer questions and assist with requests and advise them accordingly.
- To educate & train the farmers especially with regard to poultry farming
- Execute purchases at the point of sale while checking for accuracy
- Restock and organize merchandise on the sales floor & shelves
- Resolve customer complaints and issues in a timely and professional manner

Skills & Qualifications

- Diploma in Agriculture, with a **major in Animal Science**
- Must be organized and punctual.
- Well-presented and professional
- Excellent verbal and written communication skills.
- Basic math skills, including the ability to give accurate change
- Prior retail sales or customer service experience
- Team player
- Must be able to ride a motorbike and should have a rider's license
- Able to work with minimal supervision
- Friendly & professional demeanor
- Comfortable working in a fast-paced environment
- Must be registered with the Veterinary Association of Zambia