

Best Buy Sales Associate Job Description

- Provide customer service by answering questions, providing information about products and services, and assisting with product selection
- Maintain a clean work area and adhere to company policies and procedures
- Follow all safety rules and regulations at the store or location where employed
- Carry out all instructions from management regarding attendance, tardiness, and absences
- Be courteous of other associates and guests in the store
- Comply with all laws and ordinances
- Assist in maintaining an orderly environment within the store
- Remain attentive to details while performing your job
- Attend training classes as scheduled
- Work with the rest of the team to achieve common goals
- Answer phones and take messages
- Resolve problems and handle complaints
- Perform other related duties as assigned.