

Home Depot Cashier Job Description

- Greets customers as they get to the counter with their purchases and provides them with information on prices of the products
- Accepts both credit cards and cash and processes payments according to the standard operating procedures
- Tenders receipts and change to customers and makes sure that they check out before they leave the counter
- Manages all cash and credit transactions through the POS system operation and makes sure that any operating problems are communicated to the supervisor or are handled
- Assesses the requirements of customers for loading assistance and makes sure that they are fulfilled by calling in extra hands when necessary
- Actively monitors the assigned self-checkout systems and provides intervention and help where it is required
- Balances the cash register at the end of each shift, making sure that before the end of each shift any discrepancies encountered are resolved
- Ensures that customers are guided or directed to their products of choice and provides them with appropriate information according to their requirements
- Helps customers in choosing the right product through explanation and demonstration of the features of selected items
- Informs customers of deals offered on products, discounts on products or product lines so as to encourage them to make purchases.