

Home Depot Customer Service Associate Job Description

- Helping customers with items in their carts by ascertaining product availability, alerting customer service if they need assistance, and answering any questions about how to use products from your team's areas of expertise
- Locating product inventory in the warehouse or on store shelves for customers
- Using a scanner to scan inventory into a computer system
- Checking prices and discounts with a cashier to ascertain the most accurate total cost for a customer
- Scanning reusable bags at the check-out counter each time a customer purchases an item
- Providing detailed logging of store activities
- Participating in team activities at your assigned location
- Filling out reports and following up on variances during the shift
- Adhering to company policy and ensuring customer safety is at the forefront throughout daily tasks.