

Walgreens Sales Associate Job Description

- Ensure high levels of satisfaction for customers are provided and maintained through excellent sales service
- Assess the needs of customers and provide adequate assistance and information on the features of all products of the company
- Welcome customers warmly to the store and answer their queries satisfactorily, or refer their case to the right person to solve the issue
- Follow and achieve the sales goals of the department on a monthly, quarterly, and yearly basis
- “Go the extra mile” in order to drive sales needed in the company
- Maintain the in-stock and ensure assigned areas of the company are in presentable condition always
- Seek out customers very actively in store
- Remain knowledgeable on the various products which are offered by the company and discuss the various options available
- Process POS (Point Of Sale) purchases for ease of operations
- Provide assistance in the cross selling of products to customers
- Effectively handle the returns of merchandise from customers
- Team up with co-workers so as to ensure proper, effective, and adequate customer service, which aids in the satisfaction of customers, and hence in their retention
- Build and maintain a very productive trust relationship with all customers
- Comply with all the procedures of inventory control
- Suggest different ways by which sales can be improved upon in the company (for example, planning of marketing activities, changing of the design of the store, etc.).