



Internal/External Posting: **Sales Assistant**

Classification: Part Time, Salaried, Non-Exempt
Salary Grade 21
Starting hourly rate: \$14-15

Benefits: Ohio Public Employees Retirement System, Sick Leave

Profile: Assists with all aspects of park district's retail sales operations including but not limited to Maple Leaf Gifts, Nature Centers, pop-up sales events and online.

Qualifications: Assist with merchandising, packaging, and sale of variety of Summit Metro Parks products while providing excellent customer service in a ever changing environment during evenings, holidays, and weekends. Minimum of high school or equivalent and demonstrated understanding of retail sales typically acquired through one to two years of experience. Must be able to communicate effectively and demonstrate emotional intelligence. Must be driven, organized, and prioritize workload. Valid driver's license with clear driving record. Certified in Infant and Adult First Aid/CPR. Must achieve drug-free workplace compliant screening results, including THC and alcohol.

Conditions of Continued Employment: Must successfully complete a one-year probationary period.

Contact: Please submit a letter of interest and resume in PDF or WORD format to:
employment@summitmetroparks.org

Posting Date: **July 22, 2025**
Closing Date: **August 5, 2025**