



Job title *Sales Associate*

Full-time or Part-time work schedules available. Hourly position.

Responsible for maintaining a productive sales floor and ensuring customer service is a priority. Uphold all ATF and State laws regarding the sale of firearms.

Position Detail

Duties & Responsibilities

- Provide excellent customer service;
- Complete Federal and State paperwork properly with zero mistakes;
- Aggressively market appropriate firearms to the customer;
- Maintain store catalogs;
- Promote the sale of related accessories (e.g., ammo, cleaning, scopes, sights);
- Support the Store Manager by learning and assisting in the daily operations of the store as requested and assuming responsibility during the Store Manager’s absence. Strive for seamless daily operations;
- Suggest new items for inventory;
- Stock and front inventory;
- Maintain excellent facility appearance and cleanliness;
- Maintain customer and computer records (i.e., correctly entering customer data, items sold, pricing);
- Collect payment for items purchased, put n layaway or paid deposit;
- Minor maintenance and janitorial tasks as directed;
- Assist with promotional events (i.e., gun shows, sales events);
- Other tasks as may be assigned from time to time.

Qualifications

- Must be able to pass the Virginia State Police background check to obtain a Seller ID Number
- Must have general knowledge of firearms (pistols, revolvers, rifles, shotguns, etc...)
- Must be able to discuss the different variations of firearms with customers in order to assist them in their purchase

Salary & Benefits

- Hourly pay \$10/hour
- Benefits and 401K available.

Qualified candidates should apply by sending an email to info@novafirearms.com. The email should include a resume (in MS Word format). NOVA Firearms is an equal opportunity employer and actively seeks candidates from a diverse background.

JM Custom Protection Services
6830 Elm Street, Suite M1
McLean, VA 22101