



The Society of St. Vincent de Paul
of Contra Costa County

VOLUNTEER OPPORTUNITY

MERCHANDISE PRICER - JOB DESCRIPTION

CLOTHING

1. Place clothing to be priced on hangers and place on Z-racks. Ensure rack is full (usually 95-100 pieces) before starting to print hang tags with price
2. Use pre-set prices on tagging machine to print hang tags
3. On clothing that is obviously of higher value check with store manager for proper price to put on the item
4. Use tagging gun to place hang tag on clothing in appropriate spot
5. Once all the clothes are priced roll rack out to sales floor and hang clothing on appropriate racks

SHOES

1. Take paired footwear from the shelf/bins and insure they are wiped clean.
2. Price as marked or per the POS system. Price sticker or tag placed as per posted standards.
3. Place shoes in cart for movement to the sales floor.
4. Display footwear in appropriate locations on sales floor.

HOUSEWARES

1. Place housewares items to be priced on cart and ensure items are clean before pricing
2. Use only 'good' or 'better' to price housewares. 'Best' is only for higher value items and should be checked by the store manager prior to pricing
3. Once all housewares items are priced, take cart to the sales floor and place items in appropriate areas of racks