

Title: Merchandise Intern
Department: Merchandise
Reports Directly To: Merchandise Manager

The Merchandise Intern position revolves around the retail operations of Roger Dean Chevrolet Stadium's Official Team Store during Spring Training and the Florida State League. This department covers all retail sales throughout the stadium.

Duties and Responsibilities

- Responsible for all aspects of retail operations at the stadium including:
 - Maintenance of inventory organization and systems.
 - Receiving – verifying inventory quantities, labeling merchandise, allocating appropriate storage space in accordance with inventory systems
 - Executing inventory transfers from warehouse to store locations
 - Operating a cash register to complete Point of Sale transactions
 - Supervision of seasonal/part time game day staff
 - Communicating retail operation standards to seasonal/part time game day staff
 - Maintaining visual merchandising standards
 - Restocking team store prior to each game
- Management of Online store to include:
 - Uploading new products to website as needed
 - Adjusting inventory levels on a regular basis
 - Fulfilling and shipping online orders
 - Communicating with customers via phone to follow up on online orders as needed
- Assisting other departments within Roger Dean Chevrolet Stadium as needed
- Assisting with team mascot or player appearances at the ballpark or in the community.

Qualifications

- Customer service – both internal and external
- Detail oriented with keen organizational skills.
- Must be willing to work long hours and weekends in a fast-paced environment.
- Knowledge of Microsoft Office
- Must have availability to work all Marlins and Cardinals Spring Training games.
- Able to lift at least 50lbs, stand for long periods of time, bend, squat, kneel, push, pull and lift items as necessary
- Knowledge of RetailPro preferred but not required

Salary: \$11.00 per hour

Start Date: January 5, 2023

End Date: April 2023

How To Apply

Please send your resume and cover letter to lynn@RogerDeanChevroletStadium.com

This job description is intended as a guide to general job responsibilities and is not inclusive of every duty the employee is expected to perform.

We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, disability status, protected veteran status, or any other characteristic protected by law.