



OTTOBAUTHENTIC

Let's Talk... we're looking for:

Retail Clerk

Port Elizabeth, Eastern Cape

Salary: R12k–R15kpm CTC

Role:

- Our client is looking for a Retail Clerk to assist with all back-office duties associated with a retail environment

Qualifications & Skills

- Matric or Senior certificate
- 3 years retail experience
- Computer literate

Responsibilities:

- Control daily banking
- Petty cash
- Creditors
- Balancing nominal accounts
- Control and correction of stock takes
- Fuel reconciliation
- Handling shift changes

Benefits:

- Provident fund

Kindly note: If you have not heard from us within 7 working days, your application was unsuccessful.

FULL JOB SPEC available on request.

How to Apply: Please submit your resume to: elle@ottobauthentic.co.za and use the job title as the subject.