



Now Hiring !

Join our Hanover Team and become part of the Curry Ace Hardware family of stores providing legendary service for over 60 years. Our newest location, slated to open in early 2010 is Now Hiring !

Team Leaders

- Responsible for the day-to-day operation of the store
- Minimum 3-5 years retail management, hard lines preferred
- High School Degree, college preferred
- Strong Leadership skills with knowledge of hardware related products
- Ability to work flexible hours
- Knowledge of retail computer systems a must

40K - 60K Salaried Full Time Position

Store Associates

- Responsible for providing legendary customer service, generating additional sales, and supporting Team Leaders
- High School Degree, some college preferred
- A commitment to the ACE Helpful Brand as well as the Curry ACE Hardware Mission
- Solid Team Player with excellent interpersonal skills
- Ability to work flexible hours

\$10-\$18 / Hour Part / Full Time

Cashiers

- Responsible for greeting neighbors, processing sales quickly and accurately and ensuring efficient cash register operations
- High School Degree, college preferred
- Ability to work flexible hours

\$8-\$15 / Hour Part / Full Time

Paint Leader

- Responsible for the day-to-day operation of the Paint Department
- Minimum 3-5 years retail paint experience. Knowledge of Benjamin Moore, Cabots, paint sundries and color matching a must
- Ability to work flexible hours

35K - 55K Salaried Full Time Position

Stock Help

- Ability to efficiently put away orders, assemble product and help Store Associates as needed
- Must be personable, courteous and able to lift heavy items

\$8 - \$10 / Hour Part Time Position

Application and job descriptions are available at all locations or online at

www.curryhardware.com. Please mail, fax (617-472-7724) or email (mark@curryhardware.com)



370 Copeland St. West Quincy



190 Quincy Av. Braintree



1271 Washington St. Hanover

Job Description: Team Leader

Position Summary

Team Leaders are responsible for the complete day-to-day operation of the store. They are to ensure that the store is optimally stocked and merchandised and that all of our customers are provided exceptional customer service. They are responsible for ensuring accurate communication between the entire staff. Team Leaders present a consistent positive attitude, they are available and flexible to adjust to seasonal requirements of the store, outgoing, knowledgeable, detail-oriented and deliver on exceptional service through our Customer First Program. In addition to supporting the “ACE Helpful Brand” and the Curry ACE Hardware Mission, you will be responsible for associate development, merchandising, inventory control, safety, and loss prevention. All in the context of promoting sales, promoting culture and meeting profit goals.

Major Responsibilities

- Drive store sales by ensuring that all neighbors are acknowledged in a friendly manner, project needs are met and customer and staff concerns are resolved quickly.
- Train and develop retail staff with goals for growth, provide performance feedback and recognize accomplishments
- Coordinate retail staff to ensure proper coverage to meet store goals. Always with a mindset that we have the right person, in the right place doing the right thing.
- Regulate inventory to reduce shrink, maximize turns and retain accuracy.
- Direct shipping, receiving and inventory flow
- Forecast scheduling to meet store demands
- Delegate daily workloads and ensure store procedures
- Provide input into merchandising decisions to the general manager.
- Implement the marketing strategy for the current year
- Be proficient in all store technology (ACENET, POS system, etc)
- Be proficient in every store position

Minimum Requirements

- Education/Training: High School degree, college preferred.
- Experience: Minimum 3-5 years retail management, hard-lines preferred.
- Skills/Knowledge: Strong Leadership skills with vast product knowledge of hardware related products along with a willingness to learn new things and teach others.
- Ability to communicate clearly, resolve conflict and delegate change.
- Ability to lead and develop others
- Excellent verbal and written communication.
- Knowledge of retail computer systems, MS Excel and MS Word.
- Ability to work flexible hours, adjust to schedule changes, weekends and holidays to meet business needs.

Physical Requirements

- Ability to stand for an extended time.
- Move boxes and merchandise, which may include heavy lifting

Job Description: Store Associate

Position Summary

Your position is the most obvious position to the public. No matter what type of advertising is done on behalf of the store, it is the image that you present that is the image of our store to our customers. With constant observation, listening and a willingness to learn, you as a Sales Associate will keep the Team intact, work together and provide legendary service. The primary responsibilities of a sales associate are to provide consistent outstanding customer service, generate additional sales, merchandise and maintain product offering, and support the Management Team.

Major Responsibilities

- Ensure every neighbor receives outstanding service which follows the S.A.L.E.S process and Curry ACE Hardware standards
- Maintain awareness of all promotions and advertisements
- Execute daily requirements and sales goals
- Be a positive Team player with a genuine interest in assisting your peers
- Actively participate in daily huddles and store meetings
- Uphold store policies and procedures
- Be responsive of safety issues
- Be engaging, smile, make eye contact with our customers
- Be able to locate merchandise, become familiar with products and help neighbors with their projects

Minimum Requirements

- Education/Training: High School degree, some college preferred.
- Experience: Sales experience in retail environment, establishing relationships and working with customers.
- Skills/Knowledge: Knowledge of retail computer systems, Word and Excel a plus
- A commitment to the ACE Helpful Brand as well as the Curry ACE Hardware Mission
- Solid Team Player with excellent interpersonal skills
- Excellent verbal and written communication, high attention to detail and the ability to multi-task
- Ability to work flexible hours, adjust to schedule changes, weekends and holidays to meet business needs.

Physical Requirements

- Ability to stand for an extended time.
- Must be able to lift 80 pounds and to frequently load and unload customer orders

Job Description: Cashier

Position Summary

The primary responsibilities of the Cashier position are to greet customers as they enter the store, provide direction with an awareness of sales associates, maintain helpful customer service, process sales quickly and accurately, and ensure efficient cash register operations. In most instances you are the first image of our store as our neighbors enter and the last interaction as our neighbors exit. Your position is very important to our store image.

Major Responsibilities

- Make sure every customer is greeted and thanked
- Follow the S.A.L.E.S process to ensure outstanding service
- Answer phone calls when permitting
- Pleasantly handle customer interaction
- Maintain awareness of all promotions and advertisements
- Maintain the cashiering stations as well as the front-end
- Accurately and efficiently process transactions and be familiar with typical fraud/scam scenarios
- Perform other tasks as assigned from time to time
- Solicit customers for ACE Rewards

Minimum Requirements

- Education/Training: High School degree, some college preferred.
- Experience: Sales experience in retail environment, establishing relationships and working with customers.
- Skills/Knowledge: Knowledge of retail computer systems and the ability to process information and/or merchandise through the register system
- A commitment to service and excellence
- Solid Team Player with excellent interpersonal skills and a strong willingness to learn.
- Excellent verbal and written communication, high attention to detail and the ability to multi-task
- Ability to work flexible hours, adjust to schedule changes, weekends and holidays to meet business needs.

Physical Requirements

- Ability to stand for an extended time.
- Must be able to move and handle boxes, which entails lifting