



US Visiting Forces

Local National Direct Hire (LNDH)

Job Title:	Sales Store Checker	PP-SRS-GRD:	S-2091-03
Location:	DECA, RAF Lakenheath	Vacancy Number	RPA 126260
Open Date:	2 February 2024	Close Date	28 March 2024
Work Hour Per Week	Part-time-Variou hours available	Salary (Per Hour)	Under 23: £10.79-£13.33 Over 23: £11.05-£13.65

NOTE: Several vacancies may be available - multiple selections can be made from this announcement

Main Purpose

We are currently seeking a highly skilled and motivated individual to join a premier team of Sales Store Checkers at DECA, RAF Lakenheath, United Kingdom.

The primary purpose of this position is to operate a cash register and provide customer service at a Defense Commissary Agency retail store. Operates an Electronic Point of Sale (EPOS) cash register coupled to a scanning system and scale and/or a stand-alone register systems to record unit prices, proper accounte (subsistence, meat, produce and sensitive items), purchase totals, surcharge and change. On a daily basis, receives and verifies change fund and checks register. Answers customer questions and complaints or refers customers to the supervisor.

If you're looking for a challenging, gratifying career supporting the US Visiting Forces in the United Kingdom -- this job is for you; apply today!

Knowledge and Experience Required

Applicants must demonstrate the following:

1. Solid knowledge of and ability to use arithmetic functions sufficient to perform required drawer-balancing, change fund verification and change making duties.
2. Basic knowledge of or experience/familiarity with the use of cash handling equipment.
3. Ability to learn applicable regulations and procedures associated with cashiering duties.
4. Ability to learn the store layout and merchandise locations in order to direct customers to requested items.
5. Skill in providing polite and helpful customer service to store patrons.

Other Important Information

- Hours of work: Start & end times may be modified due to mission needs and in accordance with organization's flexible working policies.
- Will be required to handle and safeguard sensitive information in accordance with applicable US and UK laws, rules, and regulations.
- Must obtain and maintain the appropriate security clearance.
- May be assigned other duties that are appropriate to the grade and skill set of the employee.
- May be required to travel by military and/or civilian aircraft in the performance of official duties or attend necessary training. Position may be coded as mission essential.
- A 6-month probationary period will be required.
- Overtime may be required.
- May be required to travel overnight to US or other countries in the performance of official duties or attend necessary training.

Other significant facts pertaining to this position are:

- Working area may occasionally be above room temperature depending on positioning of the cash register within the facility.
- Work is performed either standing up or sitting down, no particular physical effort is required. However, you will be required to work in an orderly manner under pressure while standing for prolonged periods.
- Employee may be required to work other than normal work schedule such as weekends, evenings or holidays.
- Employee will observe US Federal Holidays in lieu of UK Bank Holidays

Benefits

- Annual Leave + UK Bank Holidays, Annual Leave year-to-year carryover in accordance with program policy
- Paid Sick Leave; year-to-year carryover in accordance with program policy
- Pension Scheme
- Life Assurance Scheme
- Employee Assistance Program (EAP)
- Free on-site parking
- Specialized Training provided throughout entire period of employment
- Development opportunities available
- Time off, cash and honorary awards and recognition available for significant contributions and consistent high performance
- Free access to on-site gym facilities

Who Can Apply

- Citizens of the UK, Nationals of European Community (EC) Countries, and Commonwealth Citizens, other Foreign Nationals, and Stateless persons provided no restrictions have been imposed as a condition of continued residency in the UK.
- Applicants who have a minimum of five years consecutive residency in the UK are considered for this position; however, those who do not meet this criterion will be considered on a case-by-case basis. All successful applicants will require a security clearance.
- Please note pre-appointment security clearance requirements may delay start date.
- Proof of identification in the form of a photo ID will be required, for example a driving license or current passport.
- This position may have certain restrictions to US citizens due to the Status of Forces Agreement. For additional information contact the LNDH team on 01638 544955.

How To Apply

Interested candidates must complete an application form obtainable from the Civilian Personnel

Website; https://www.mildenhall.af.mil/Portals/9/documents/civ_pers/AFD-150724-024.pdf?ver=2016-04-28-085219410.

All applications must submit the following documents via email to 100fss.fsmc6@us.af.mil and received prior to the closing date to be considered for the position.

Required Documents

- LNDH Application
- Curriculum Vitale and/or Resume

Optional Documents

- Transcripts
- Certifications
- Letters of Recommendation
- Right to Work Documentation

Equal Opportunity Employer

There will be no discrimination in employment practices based on gender, age, marital status, disability, race, nationality, religion or beliefs, sexual orientation, being or not being a member of a trade union.

