

8.1.11

Part Time INVITATION/GIFT SALES

Only You is a specialty retail store known for custom handmade invitations and hard to find unique personalized gifts. Most of the printing, engraving and personalization is done on-site for the majority of the product lines offered. Only You provides top notch customer service and products unlike any other store on Long Island.

This position is perfect for a creative type who loves to work with people to help make their very special event ...more special either by helping them choose an invitation or suggesting the perfect engraved gift. Your attention to detail must be exceptional when taking orders, checking in orders and maintaining weekly mailing lists and order entries.

You must love a challenge and to learn new programs, equipment and any hands-on and computer related creative projects. Must be a team player in every sense of the word. Mature candidates need only apply. This position will requires much training so only serious people will be considered.

Store Departments include:

Invitations, favors, engraved gifts, stationery/accessories and wedding accessories.

DETAILS

- Hours: Approx. 15-20 hrs. or more based on the season
- A mutually flexible schedule will be discussed with the right candidate (store hours are Tues , Thurs., Fri 10-6, Sat. 10-5 closed Mon/Sun. Wednesdays in the summer - open by invite appointment) Extended hours during the holidays
- Must know Word and Excel. Additional programs a plus!
- Must be able to multi-task in this very creative and busy environment.

TO BE CONSIDERED:

State the position you are applying for and submit your RESUME and COVER LETTER by either:

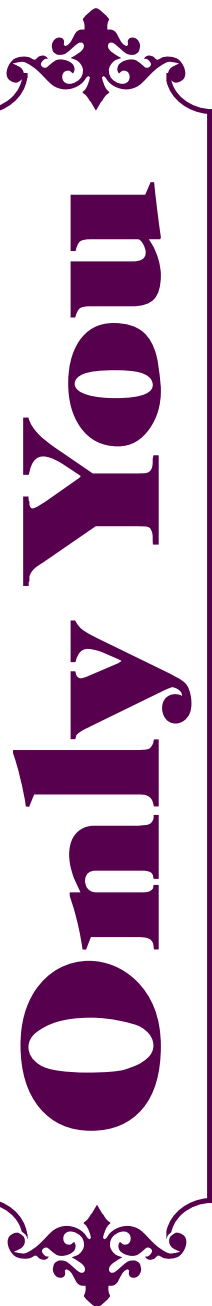
WALK-IN/or MAIL to: Only You, 549 Main Street, Islip NY 11751
or

EMAIL (WORD DOC ONLY – do not embed it an email) to info@onlyyougifts.com
place the position title in the subject line

Starting salary \$11.00/hr.+ (depending on experience and computer knowledge) plus store discounts.

Please no phone calls

Students welcome.



DISTINCTIVELY DESIGNED
INVITATIONS, STATIONERY AND ENGRAVED GIFTS