



OPEN POSITION: SALES ASSISTANT

Opportunity:	Sales Assistant
Hourly wage:	\$20-\$22 per hour, based on experience
Application deadline:	Until filled
Apply via:	Website: www.VenturaCountyFair.org/employment

SCOPE OF WORK

Includes, but is not limited to:

- Basic use and understanding of Word and Excel
- Ability to work nights and weekends as needed
- Filing and organizations skills
- Answering calls, scheduling appointments
- Sales experience a plus
- Quick learner
- Ability to familiarize yourself with maps and layouts
- Customer service skills a must
- Experience with inventory management a plus

