



Position Available

Burritt Museum Gift Shop: Guest Services Representative consisting of 13-18 hours per week on a regular basis. Weekend, and some night and holiday work is expected in addition to weekdays. Applicants must be 19 years of age or older.

Employees are responsible for providing a wide variety of visitor services to the general public. Duties include opening and closing the gift shop, welcoming visitors to Burritt, answering phones, working the cash register and computer and maintaining a secure environment in the gift shop. Employees are also expected to assist with daily operations of the gift shop which may include unpacking shipments of merchandise, inventory and tagging items for sale. Merchandising experience is a plus. Some lifting and light housekeeping are expected.

Applicants must be hospitable and be a team player. They should be effective communicators and must be friendly, outgoing, and reliable. Computer knowledge, including Word and Excel, is a plus.

Burritt follows Covid-19 health guidelines. Workers must wear mask with working in the gift shop. Pay is \$10 per hour.

Complete an application Monday – Friday from 8:30-5pm at Burritt on the Mountain, 3101 Burritt Drive, Huntsville, Al 35801 or contact Stephanie.timberlake@huntsvilleal.gov or at 256-512-0141 for more information.

Burritt on the Mountain is committed to providing equal employment opportunities to all applicants for employment. Accordingly, all terms and conditions of employment will be carried out without regard to race, color, religion or creed, national origin or ancestry, sex (including pregnancy, sexual orientation or gender identity), age (40 or older), status as an individual with a physical or mental disability, veteran status, genetic information, and citizenship, or any other factor protected by federal, state, or local law.