



## Cashier

Job no: 2025002

Work type: Regular Full-Time

Location: Graniteside, Harare

Categories: Entry-level

### About Us:

**Strand Precision Hardware and Fasteners** is a specialized supplier of high-quality fasteners and hardware solutions for the industrial, construction, automotive, and manufacturing sectors. With our headquarters in Harare and a branch in Kadoma, we are known for delivering excellence in product reliability, technical support, and customer service. We supply precision-grade fasteners built to international standards and offer custom manufacturing, bulk inventory solutions, and expert technical consultation. Our commitment to quality and strategic supply chain support makes us a trusted partner in critical industries nationwide.

### Role Summary:

We are inviting applications from passionate and driven students to join our team as a Cashier. This is an entry-level position ideal for recent graduates or early-career professionals with a certificate in secretarial studies, shopkeeping, business administration, or accountancy. The successful candidate will play a key role in ensuring smooth and accurate retail transactions and customer satisfaction at our front desk.

### Key Responsibilities:

- Process customer purchases accurately and efficiently using the point-of-sale system
  - Receive payments via cash, mobile money, or bank cards and issue receipts
  - Maintain proper cash records and balance cash drawers at the end of shifts
  - Assist customers with inquiries and direct them to appropriate departments
  - Ensure cleanliness and organization of the checkout area
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- Support inventory tracking and stock control through accurate data entry
- Generate daily sales reports and reconcile transactions
- Communicate pricing or stock discrepancies to supervisors promptly

**Minimum qualifications and requirements:**

- Certificate in Secretarial Studies, Shopkeeping, Business Administration, HEXCO Certificate in Accountancy, or National Certificate in Accountancy from a recognized Polytechnic College
- Strong numeracy and attention to detail
- Excellent communication and interpersonal skills
- High level of integrity, reliability, and professionalism
- Basic computer literacy and familiarity with sales or accounting systems is an added advantage
- Ability to work under pressure in a fast-paced retail environment

**Mode of Application:**

Suitably qualified and experienced candidates should upload their applications, including a two-pages Curriculum Vitae (CV), and a cover letter to [strandprecision@gmail.com](mailto:strandprecision@gmail.com) with subject line - Cashier. Please **do not** attach certificates. Applications submitted with certificates or with an incorrect email subject will not be considered. Only shortlisted candidates will be contacted.

Advertised: 2 June 2025

Applications close: 13 June 2025

Start date: 1 August 2025

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