



About this Opportunity:

We're looking for a friendly, reliable Paint Clerk to join our team! The role is ideal for someone who enjoys helping customers, learning about products, and being part of a supportive retail team.

As a Paint Clerk, you will work closely with the Department Manager – Paint, to deliver outstanding customer service while supporting the daily operations of the Paint Department.

Title:

Paint Clerk

Reports to:

Department Manager - Paint

Job Type: Part-time, Union (up to 30 hours per week, including evenings and weekends)

Specific Duties and Responsibilities:

- Work in an environment whereby the employee is involved in and committed to the success of the organization, and which contributes to health, safety, and environmental in an accident-free workplace.
- Assist customers in selecting paints, stains, primers, and painting supplies for residential and commercial projects.
- Provide product recommendations based on customer needs, project requirements, and color preferences.
- Mix and tint paint using computerized color-matching systems to ensure accurate results.
- Maintain inventory levels, stock shelves, and organize displays to keep the department clean and well-presented.
- Assist with receiving shipments and replenishing merchandise.
- Ensure compliance with workplace safety procedures and proper handling of paint products and materials.
- Deliver friendly and knowledgeable customer service while helping customers complete their home improvement projects.

Preferred Experience and qualifications:

- Retail or customer service experience preferred.
- Experience in paint design and colour choices.
- Strong communication and interpersonal skills.
- Attention to detail and ability to mix paint accurately.
- Ability to work independently and as part of a team.
- Basic math skills and comfort using computer systems.
- Ability to lift and move paint containers and related materials.
- Willingness to learn and grow within the department.

Why Join Us?

- Opportunity to learn product knowledge and retail skills.
- Growth potential within the organization.
- Competitive hourly wage (See Collective Agreement - LIUNA Local 527 – Schedule “A”).

Rona celebrates diversity and are proud to be an equal opportunity employer. We are committed to an inclusive environment for all employees and applicants and will make all employment-related decisions without regard to race, color, religion, sex, national origin, sexual orientation, gender identity, age, disability, or veteran status.

The recruitment process does not involve the use of artificial intelligence (AI) to screen, assess, or select applicants. All hiring decisions are made by qualified reviewers.

Should you require an accommodation during the application process, please contact lori@sullivan.ca or jgrant@sullivan.ca with the position you are interested in.

Only candidates selected for an interview will be contacted.