

NOW ACCEPTING APPLICATIONS FOR A CUSTOMER SERVICE ASSOCIATE

The Farmers Cooperative Association is accepting applications for a Customer Service Associate at our Farm Store in Columbus, Kansas. This position supports the daily operations of our retail store, serving customers with products that include feed, animal health supplies, fencing, seed, hardware, and more.

We're looking for someone who is friendly, detail-oriented, and ready to contribute to a retail environment that supports local farmers, ranchers, and community members. The ideal candidate will take pride in customer service, maintain organized inventory, and help ensure efficient day-to-day operations.

Key Responsibilities

- Provide friendly, knowledgeable customer service in person, via email and by phone
- Process customer orders and point-of-sale transactions
- Assist with inventory management, stocking, and merchandising
- Maintain a clean, organized sales floor and product displays
- Assist with invoicing, receipts, and basic accounts payable procedures
- Support daily operations through clerical and scheduling tasks
- Work collaboratively with store and department managers to meet customer needs
- Provide support during harvest seasons

Required Skills & Qualifications

- Excellent communication and interpersonal skills
- Strong organizational and problem-solving abilities
- Proficiency with point-of-sale systems
- Ability to work independently and as part of a team
- Commitment to professionalism

Preferred Skills & Qualifications

- At least 2 years of customer service, retail, or clerical experience
- Familiarity with agricultural products and retail operations
- Experience with AgTrax software

Work Schedule

- Monday–Friday, 8:00 a.m.–5:00 p.m.
- Bi-Monthly Saturday hours
- Seasonal overtime as needed

Compensation & Benefits

- Competitive pay based on experience and qualifications
- Comprehensive benefits package, including health insurance, retirement plan, and employee profit sharing

To apply, email your résumé to info@farmerscoop.coop or apply online at farmerscoop.coop.