

**Perch Base, United States Submariners**

# Flash Traffic

**Number: #3-2-2022**

**Date: 3/10/2022**

**Subject: Storekeeper Position**

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The Base is in need of a volunteer for the storekeeper position. Please read the description and list of duties below and if you are interested, contact the base commander, George Woods, at [commander@perch-base.org](mailto:commander@perch-base.org).

The Storekeeper is a member of the BOD and as such, must have direct and personal access to a computer, an established e-mail address and ready connection to the internet. He is responsible for the merchandise the Base maintains for sale and awards purposes. He is the sole-source for identifying, locating, purchasing, storing and selling all such merchandise.

His duties include:

- The Storekeeper will identify items that he thinks should be purchased and stocked by that would sell and support the principles of Perch Base and USSVI.
- He will seek the advice and approval of the BOD prior to purchase of new items.
- He will be receptive to requests for stocking new items but will at all times use his best judgment and the sense of the BOD in purchasing decisions.
- He will maintain inventory of items as deemed adequate with the advice and consent of the BOD.
- The Storekeeper will maintain an inventory of all items in the Store and present this inventory to the BOD twice each year. He shall maintain a running inventory at all times that would allow a reasonable "snapshot" of goods at any time.

- He will always try to negotiate the best price and/or deal on all items purchased.
- The Storekeeper will act as the primary interface for any member wanting a vest made.

This is an official email communication from the USSVI Perch Base and does not require a response.