

JOB DESCRIPTION

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|---------------------|---|-------------------|------------------------|
| Job Title | Frozen Food Associate | Department | Frozen Food Department |
| FLSA Status | Non-Exempt | Reports To | Frozen Food Manager |
| | <input type="checkbox"/> Fulltime <input checked="" type="checkbox"/> Part-time | Hours | Max 29 |
| Date Created | | Approved | |

Primary Functions: The Frozen Food Associate is responsible stocking and maintaining inventory in the Frozen Food Department.

Essential Functions

- Ensures compliance with company policies and procedures with respect to department operations, quality, safe food handling, to ensure compliance state, federal and OSHA safety and sanitation regulations.
- Maintains merchandise presentation (cleanliness, organizing, stocking and removing).
- Receives and breakdowns deliveries using hand or power equipment.
- Stocks and rotates Frozen items such as Ice Cream, vegetables, packaged frozen foods, etc. ensuring freshness.
- Assist customers with friendly service.
- Any other duties as assigned.

Competencies

The Frozen Food Associate must be self-motivated, flexible, conscientious, organized, and have a good attention to detail. Also, must have good interpersonal and communication skills, and interface well with management, co-workers, and the public.

Education and Experience

High School Diploma or equivalent
 0-3+ years' experience in Frozen Food Management
 Microsoft Office proficient

Physical Requirements

Ability to be work in temperature controlled environment with standard temperature below freezing.
 Ability to be in a stationary position and/or move about for various intervals
 Ability to utilize the phone (requiring auditory and verbal senses)
 Ability to utilize computer for various intervals (requiring finger dexterity/visual acuity)
 Ability to lift up to 50 lbs.
 Regular and predictable attendance

Disclaimer

Nothing in this job description restricts management's right to assign or reassign duties and responsibilities to this job at any time. This description reflects management's assignment of essential functions; it does not exclude or restrict the tasks that may be assigned.