



CAMBRIDGE FOOD CO-OP

Job Title:	STOCK ASSOCIATE	Job Category:	Member-Worker Position
Department:	Operations	Shifts/month	2-2 hour shifts required/month
Shifts available	Mondays, Wednesdays, Fridays	No. of positions	4
Reports to:	Stock Associate Team Leader	Location:	In-store
To Apply:		Training	
Applications available in-store. Return completed application in person to Co-op office.		In-store training with management team. 3 month check-in.	
Job Description			
<p>ROLE AND RESPONSIBILITIES</p> <p>To restock, date-check, and rotate stock within respective aisles, leaving back stock areas neat, tidy, and organized by date. To provide prompt, friendly and courteous customer service.</p> <p>Responsibilities:</p> <ul style="list-style-type: none"> • Neatly and efficiently restock depleted product in assigned aisle • Date-check all items in assigned aisle; under manager direction, SALE or SPECIAL as appropriate • Arrange product by date and front on the shelf (newest items in back, older in front) • Wipe down shelf area as you arrange and front product • Verify that existing stock is priced (up or down) in relation to newer stock's price • Keep back stock in kitchen organized and date-checked • Break down boxes and take out to recycling • Communicate via notes with team members about progress during shift, so they can continue where you left off <p>Qualifications:</p> <ul style="list-style-type: none"> • Demonstrated ability in attendance and timeliness • Ability to follow directions and work independently and as part of a team • Ability to project friendly, helpful presence to customers while maintaining a professional demeanor • Ability to follow written and oral instructions • Ability to safely lift 5-10 pounds throughout a shift • Ability to work while standing for full 2-hour duration of shift, as well as kneel frequently, squat, bend and reach • Ability to spend short amounts of time on ladder or step stool • Demonstrated ability to clean 			