



Job Title: Cheese Clerk

Dept: Meat/Cheese

Accountability: Meat/Cheese Department Team Leader

Job Summary: Meet the needs of customers by providing prompt, knowledgeable, courteous service. Maintain a clean and attractive cheese case display. Follow the prescribed opening, closing and stocking procedures. Cut, wrap, display and rotate all varieties of cheeses. Perform job in accordance with La Montanita's policies, regulations, safety and sanitation procedures, and Health Department regulations. Keep informed about membership issues and promote membership whenever possible. Participate in inventories and attend staff meetings as required. Other duties as assigned.

INTERACTIONS

External: Daily contact with members and customers
Daily contact with vendors

Internal: Daily contact with fellow staff members

REQUIREMENTS (KSA's)

- A positive attitude and willingness to learn
- Past customer service helpful but not necessary
- Ability to lift 50 pounds
- Ability to stand for the majority of the work shift
- Knowledge of or interest in learning about natural foods
- Ability to follow verbal and written instructions
- Willingness to work as a team player
- Basic math skills
- Basic communication skills

Staff Member Signature

Date