



GROCERY / FLOOR CLERK

We are focused on developing a company that will be a positive influence on our employees and community. A place where we work well as a team to provide amazing customer service and to achieve personal and business goals. We are looking for energetic, skilled, and motivated individuals to join us on this journey.

- Salary and Benefits:** ~ \$17/hour with extended benefits package (i.e., health, dental and retirement) for permanent full and part-time employees
- Hiring Plan:** 5 full-time and 8 part-time

Grocery and Floor staff play an important role in the efficient operation of the store, its performance, and compliance. Through delivery of their job duties, they help develop customer loyalty and to leave a long-lasting positive impression. As required, they provide friendly, courteous, and helpful customer service and work to resolve any issues promptly and professionally. They must be prepared to think, learn, and contribute all while consistently following applicable policies, procedures, and regulations, and modeling the store's vision and goals.

Responsibilities include and are not limited to the following:

- Fill orders for customers or for shipment or delivery to customers.
- Assist customers with parcels
- Receive, unload, and unpack products received by store and count, weigh, or sort items
- Use equipment to record incoming stock, verify pricing and maintain computerized stock inventory
- Stock shelves and display areas and keep stock clean and in order
- Direct customers to location of articles sought and/or obtain articles for customers
- Clean and maintain equipment. Sweep aisles, dust display racks and perform other general cleaning duties
- Clean and maintain the overall appearance of the store inside and out

Required Qualifications:

- Some High School, General Education Development, or equivalent
- See "nature and scope" at www.visionquestbc.ca/project/ttes/

Preferred Qualifications:

- Prior retail and/or warehouse
- Ability to handle multiple demands, stay focused during repetitive tasks, and work under pressure.
- Ability to learn quickly and work in a safe, responsible manner independently.
- Strong listening skills to receive and understand direction from supervisors and when interacting with customers.
- Strong interpersonal and communication skills.
- Ability to work as part of a team