



JOB TITLE: CHEESE DEPARTMENT STAFF

REPORTS TO: DELI MANAGER

Revision Date: 3/2016

JOB FUNCTION: Responsible for all cheese cutting procedures, including but not limited to tracking stock and inventory.

DUTIES AND RESPONSIBILITIES:

- Cut, wrap, and price cheese as needed to ensure display is clean, attractively presented, and stocked properly.
- Keep cheese work area clean; wash utensils; counter area and scales before and after cutting cheese. Sanitize all equipment daily.
- Rotates cheese as needed and keeps stock neat and orderly.
- Practices safety procedures for using scales and cutting equipment, and report any repair needs.
- Attractively cuts and displays cheese for customer sampling.
- Participates in store inventories, department clean ups, and assists with ordering supplies as needed.
- Keep PLU's current in pricing and the PLU book organized and up to date.
- Assist at counter and other related store areas as directed by Deli Manager providing prompt, friendly, courteous customer service.
- Perform other tasks as assigned by Deli Manager

SAFETY

- Emphasize safety and safe body mechanics in a fast-paced department; participate in ongoing training.
- Be proactive in reducing work-related injuries; recognize and solve potentially hazardous situations, and/or bring to the attention of the Department Manager.

QUALIFICATIONS:

- Familiarity with cheese products.
- Experience serving the public.
- Demonstrated ability to handle multiple tasks.

ESSENTIAL PHYSICAL REQUIREMENTS:

- Ability to communicate effectively with members, customers, managers, staff, vendors, and officials
- Ability to read, count and write to accurately complete all documentation
- Ability to do math computations to figure prices, discounts, wages/labor costs and schedules, including addition, subtraction, division, fractions, decimals and percentages, and date/time calculations
- Ability to freely access all areas of the store including offices, selling floor, registers, stock areas, kitchen, and walk-in coolers and freezers
- Ability to move or handle merchandise throughout the store generally weighing up to 30 pounds
- Ability to lift up to approximately 30 pounds occasionally

- Ability to perform the following movements – used in cooking, customer service and department maintenance – repeatedly and for sustained periods of time: walking, standing, bending, stooping, and reaching
- Ability to sit for up to several hours at a time
- Ability to operate office equipment including 10 key calculator, telephone, fax machine, computer and printer
- Ability to work varied hours and days
- Ability to maintain calm when adversity is encountered

Disclaimer Notice: The job duties, elements, responsibilities, skills, functions, experience, educational factors, and the requirements and conditions listed in this job description are representative only and not exhaustive of the tasks that an employee may be required to perform. Lakewinds Natural Foods reserves the right to revise this job description at any time and to require employees to perform other tasks as circumstances or conditions of its business, competitive considerations, or the work environment change.