

Saver Group, Inc.

Job Description - DAIRY AND FROZEN FOOD EMPLOYEE

Reports to: Store Manager

Hourly Position

Note: This document describes the major responsibilities of the Saver Group, Inc. Dairy and Frozen Food Employee. Management reserves the right to assign other duties as required to insure efficient store operations.

General Qualifications:

- Customer service orientation, friendly personality.
- Strong work ethic.
- Ability to self start to complete work requirements
- Ability to get to work at assigned starting times & complete assigned shifts.
- Desire to grow in the job.
- Flexibility in scheduling. We are a seven day a week operation with weekend and evening hours.

Essential Functions/Job Responsibilities:

- Customer Service – Meet customer needs with a smiling face and remembering that the customer always comes first. Always make our customers know that they are important and special to us. Handle all customer questions and concerns.
- Load Delivery Day Responsibilities:
 - ✓ Move empty milk crates into the designated area.
 - ✓ Receive the truck – All perishable products must be put into the proper temperature as quickly as possible.
 - ✓ Fill ice cream first; make sure eggs are put into cooler; fill sweet goods; fill frozen foods including frozen foods; check dairy products and smoked meat
 - ✓ Regularly check temperatures in coolers and display cases to insure proper temperature is maintained.
- Other responsibilities:
 - ✓ Non-delivery days – Check milk to insure that it is stocked and rotated. Spot check everything in cooler and fill as needed.
 - ✓ Finalize all orders within required time frame.
 - ✓ Daily responsibilities – Fill the sweet rack, spot check it during shift to make sure racks are kept full. Keep egg and milk racks full. Work backstocks in all required perishable departments.
 - ✓ Eliminate ice in freezers if there is a buildup.

Dairy and Frozen Food,
Effective, November, 2006

- ✓ Cleaning – Check drains every 2-3 weeks. Front of cases must be cleaned weekly. Coolers should be cleaned at least once a week. Display cases should be cleaned periodically.
- ✓ Major cleaning is conducted during the last two weeks of the month.

Environmental Conditions/Physical Requirements

- Lifting of boxes and equipment - up to 75 lbs.(Required)
- Transfer of product to sales floor required.
- Exposure to outside weather conditions required - taking out trash, gathering carts, sweeping and cleaning areas outside the store. Will also be working in freezers and coolers.
- May be required to be on one's feet for extended periods of time.

Acknowledgement:

I have read and understand the description of the Dairy and Frozen Foods position within Saver Group, Inc. I understand that these essential functions/ responsibilities must be performed on a regular basis unless otherwise stated by the Store Manager or Assistant Manager. Management may assign other duties as needed for efficient store operations. I am able and agree to perform the essential functions/responsibilities as outlined in the description.

Signature, Applicant/Employee

Date

Witness, Saver Group, Inc

Acknowledgement of Confidentiality Provision:

I understand that Saver Group, Inc. has agreed to protect the confidentiality of all confidential, proprietary or trade secret information concerning the Save-A-Lot Program. As an employee of Saver Group, I agree not to disclose any confidential, proprietary information or trade secret information with respect to the Save-A-Lot program to any third party. Confidential information may include, without limitation, procedures, operations and data used in the Program, know how, practices, methods of promotion, advertising and production, pricing and product information, forms, layout/design information, manuals, computer software and other technical information.

Signature, Applicant/Employee

Date

Witness, Saver Group, Inc.