

## **Saver Tarheel, LLC. Job Description – Meat Wrapper**

**Reports to:** Meat Manager

**Hourly Position**

**Note:** This document describes the major responsibilities of the Saver Tarheel Meat Wrapper. Management reserves the right to assign other duties as required to insure efficient store operations.

### **General Qualifications:**

- Customer service orientation, friendly personality.
- Experience in meat room desirable. Willing to train.
- 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 develop skills and grow in the job and into other jobs.

### **Essential Functions/Job Responsibilities:**

- Customer Service – Meet customer needs with a smiling face and remember the customer that always comes first. Always make our customers know that they are important and special to us. Handle all customer questions and concerns.
- General Responsibilities – Assist the Meat Manager and Meat Cutter in operating the meat department according to Saver Tarheel, LLC. policies set forth in the job descriptions for Meat Managers.
  - ✓ Meat Wrappers are expected to adhere to the Saver Tarheel dress code.
  - ✓ Meat Wrappers are expected to adhere to all Saver Tarheel company policies.
- Meat Department Responsibilities (Daily):
  - ✓ Turn on all case lights and check for out-of-stocks.
  - ✓ Pull any distressed meat from fresh meat case and dispose of properly (mark down, reduce or trash).
  - ✓ Restock any out-of-stocks with fresh meat having priority.
  - ✓ Fill fresh meat case, lunchmeat and frozen meat as needed. Properly rotate fresh meat case and fresh meat cooler. Insure that proper rotation is being followed in cases as well as coolers and freezers.
  - ✓ Wrap newly prepared items for the display case as directed by Meat Manager.
  - ✓ Check all cases, coolers and freezers for proper refrigeration.

## Meat Wrapper

Effective, January, 2008

- ✓ Check and monitor all price tags and signs.
- ✓ Participate in insuring that proper cleaning procedures are being followed at all times.
- ✓ Follow up on all items designated as needing attention on Meat Supervisor checklist or as directed by Meat Manager.
- ✓ Make sure price changes are completed and new price tags are on all products.

### **Environmental Conditions/Physical Requirements**

- Daily work with wrapping machines.
- Lift product boxes and equipment up to 85 lbs. (Required)
- Carry product to sales floor. (Required)
- Extremely busy periods accompanied by slow periods; meat department employees are expected to be busy at all times.
- May be required to be on one's feet for extended periods of time.
- Regular work in both coolers and freezers; temperature extremes in working environment.
- Continuous cleaning of cutting room required.

### **Acknowledgement:**

I have read and understand the description of the Meat Wrapper position in Saver Tarheel, LLC. I understand that these essential functions/responsibilities must be performed on a regular basis unless otherwise stated by the Meat Manager. Management may assign other duties as needed for efficient store operations. I am able and agree to perform the essential functions and responsibilities as outlined in the job description.

Signed:

Date:

Witness:

Meat Wrapper  
Effective, January, 2008

**Acknowledgement of Confidentiality Provision:**

I understand that Saver Tarheel, LLC. 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 Tarheel, 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

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Witness, Saver Tarheel, LLC.