



# Example of Food Retail Job Description

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Our growing company is looking for a food retail. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for food retail

- Food preparation (cold/ hot food)
- Non-alcoholic drink preparation
- General utility duties, and
- Manages all operations of the Studio Store including supervising merchandise selection and displays, purchasing, vendor relations, staffing and sales
- Manages merchandising of all items in the store
- Manages the purchasing/receiving procedures
- Manages all operations and ensures coverage for the retail floors
- Prepares and implements marketing /business plan to Paramount employees, on-lot 3rd party productions and office tenants
- Identifies and analyzes retail business development opportunities, including tracking and understanding emerging retail services practices and standards
- Interfaces with Finance and Accounting team to prepare and analyze monthly, quarterly and annual financial reports and forecasts

## Qualifications for food retail

- A formal food industry related qualification, ideally HNC/ Degree in Food Science/ Technology
- 1-2 years minimum technical food experience, would consider graduate in food safety
- Food retail or production background
- IT literate – intermediate word, Excel and use of a Database system
- Experience in scheduling staff in retail/food service environment

