



Example of Produce Associate Job Description

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Our growing company is searching for experienced candidates for the position of produce associate. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for produce associate

- Maintaining a clean, neat, and member-ready area
- Receiving & stocking merchandise in an organized manner
- Able to achieve productivity goals and maintain a clean work area
- Trained to be Cashier in order to process the order at the end of the selecting
- Cross-trained to Seafood, Gourmet, and package Sausage from Meat dept
- Slice Meat and Cheese for orders as needed
- Build and maintain key category management tools including vendor scorecards, weekly P&L reporting, and upcoming marketing initiatives
- Partner with the product development team to handle key seasonal development windows for the category management team
- Produce Director

Qualifications for produce associate

- Must demonstrate a high degree of written and verbal skills and have excellent organization and presentation skills
- Must be able to work effectively as an individual with minimal supervision or as a team member as required
- Must possess strong proficiency in Microsoft Word, Excel, PowerPoint, OneNote, OneDrive, and Outlook
- Preferred 1 -2 years grocery retail experience in Produce department processes and procedures
- Bachelor's degree or equivalent Grocery industry experience required

