



Where weekends mean bargains!

JOB DESCRIPTION

POSITION: Stock Person

REPORTS TO: Management

SUPERVISES: None

I. JOB SUMMARY:

Stock all restaurants with ice, beer, soda; register tape, condiments, etc.
Clean Restrooms, spills in restaurant area.
Be proactive in your approach to make sure stock items don't run out.

II. JOB FUNCTIONS

A. Essential Job Functions:

1. Before restaurant opens.
 - a. Check beer and soda making sure that everything is working properly.
 - b. Fill ice bins.
 - c. Double check to make sure that restaurants have all items necessary.
2. During the day
 - a. Keep all restaurants stocked, but be certain not to overstock.
 - b. Ask kitchen and counter help if they need anything.
 - c. Make sure that all items on the inventory sheet are written down and inventoried.
 - d. Keep all bag in the box soda full. When you see an empty box replace it with a full one. Don't wait until the whole unit runs out. Be proactive.
 - e. Change beer kegs as needed.
 - f. Make your rounds to the different restaurants keeping everything stocked so you don't have to be called.
3. After restaurant closes.
 - a. Make sure that all appliances are shut off.
 - b. Make sure all food items are put where they belong. Make sure that bun trays are full.
 - c. Double check to make sure that all restaurant and gates are closed and locked at the proper times.
 - d. Make sure that chain is pulled across the northeast drive way.
 - e. Make sure that all golf carts are parked.
 - f. Double check all expo doors are locked.

B. Other Job Functions:

1. Other duties as assigned.

III. MINIMUM QUALIFICATIONS:

A. Knowledge and Abilities:

1. Ability to operate soda and beer equipment.
2. Ability to project a positive image of 7 Mile Fair to customers.
4. Ability to work a varied schedule and flexible hours.
5. Ability to follow instructions.
6. Ability to communicate to customers, co-workers, and supervisors in a professional manner. Answer customer questions and concerns or refer to supervisor for further information.
7. Ability to work independently and responsibly.

B. Training and Experience:

1. Basic reading, writing, and math skills.

C. License or Certificate:

1. None required.

D. Physical/Sensory Demands: (Range of motion, weight requirement, repetitive use of hands/feet, speech, vision, hearing, other requirements)

1. Ability to move throughout the fair.
2. Ability to sit, stand, bend, reach for several hours if necessary.
3. Ability to lift, push, and pull a minimum of 50 pounds as required.
4. Visually distinguish when items are low and need to be refilled.
6. Ability to communicate with customers, co-workers and supervisors.

IV. ADDITIONAL QUALIFICATIONS PREFERRED:

- A. High school graduate or equivalent preferred.
- B. Prior retail experience preferred.