

FLSA Status: Nonexempt

Reports to: Sales Manager

Position Summary:

Move milk and all other products distributed by Kleinpeter Farms Dairy, L.L.C. from the customer's back stock onto the customer's display shelves

Job Duties & Responsibilities:

- Service the customers in the exact order as listed on the pull-up sheet
- Complete the pull-up form as each customer is serviced, noting the arrival time, all items re-stocked, and note any items short
- Must have towel present in every store to clean excess milk off shelves and product; if necessary, use store-provided cleaning supplies to keep product clean
- If you have any problems, please make notations on the bottom or backside of your pull-up sheet; if the issue is critical, call the Supervisor
- When stores need additional product and the Store Manager will accept a delivery, call the Supervisor and inform them of or leave a message stating the store location and the items and quantities needed for the Driver-Sales Member
- Follow company policies regarding product rotation/code dates
- Relieve other Merchandisers if absent from work
- Follow all safety policies and procedures at all times
- Follow company GMP's, SOP's, and SSOP's at all times
- Must wear appropriate PPE at all times
- Performs other related duties as assigned by Manager/Supervisor
- All employees are responsible for food safety and quality

Job Requirements:

- Must have a valid driver's license
- Must provide proof of auto insurance coverage
- Must have reliable transportation
- Shall be responsible for following all company policies including distractive driving
- Must be able to lift and carry weight up to 50 pounds
- Must have excellent verbal/written communication skills
- Must rotate, stock, and merchandise all products distributed by the company
- Must wear a Kleinpeter Dairy uniform shirt when working

Employee Signature

Date