



JOB DESCRIPTION

JOB TITLE: Assistant Meat Cutter

REPORTS TO: Meat Department Manager

CLASSIFICATION: NON-EXEMPT

PAY GRADE: 13.65/hour (Grade 5)

POST DATE: December 29th, 2020

CLOSING DATE: January 11th, 2021

SUMMARY/OBJECTIVE: The primary responsibility of this position is to assist in cutting meat into various sizes and merchandising. Assist in receiving, storing, wrapping, weighing, pricing, merchandising, and rotation of meat department products. They assist customers with our meat products, service, and selection.

ESSENTIAL FUNCTIONS: Specific duties include, but are not limited, to the following:

- Provides friendly, courteous and prompt customer service.
- Cutting and trimming for meat case.
- Wrapping product in a presentable fashion.
- Maintains sanitation of the entire department, along with rotation and pricing.
- Maintains a variety of products while conforming to the production standards.
- Operates all meat equipment including slicer, grinder, scale, saw, knife, tumbler, sausage maker and wrapper.
- Ability to disassemble, clean and reassemble all equipment as part of the sanitation process and at multiple times during the day.
- Ability to add or eliminate items as seasons change or consumer demands evolve.
- Maintain a manageable percentage of waste and profit margins.
- Provide expectations and follow up for other meat department associates.
- Able to be physically present for customers to see and have ability to ask questions. Availability at multiple times during the day to coincide with busier traffic times.
- Maintain and build upon efforts to provide the consumer experience of a "corner grocer", high impact service aside of pre-cut meat in the case.
- All other duties as assigned.

EXPECTATIONS/ABILITIES:

- Strong attention to detail.
- Must be able to operate calmly while in a fast-paced environment.
- Strong commitment and daily ability to coach on customer service.
- Above average written and oral communication skills.
- Effective time management and organizational skills.
- Must be detail-oriented.
- Ability to solve problems with minimum supervision and understanding of being empowered and accountable.
- Process strong computer skills with proficiency in Microsoft Office programs.
- Ability to use a financial calculator.
- Ability to operate basic office equipment such as copier, fax, laminator, scanner, and telephone.
- Comply with and consistently execute the specific 'Fundamentals of Customer Service' when engaging with customers.



SUPERVISORY RESPONSIBILITY: This position has no supervisory responsibilities

WORK ENVIRONMENT: This job operates in a full service grocery and convenience store format. Changing temperature environments, manual labor in floor stocking or exterior maintenance that could consist of lawn or snow equipment, range of chemicals for sanitation or cleaning. May utilize sharp tools such as knives or other utensils to prepare merchandising. Must understand work stations could range from on sales floor stocking, performing janitorial, conducting meetings and in conference with business or Tribal centers of influence, in same day.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job, the associate is regularly required to talk and hear. This is a role that could be performed, on given days, while standing, bending, traversing distances or sedentary. Demands can change daily. This would require the ability to lift files, open filing cabinets, and bend or stand as necessary. Ability to safely lift up to 75lbs required.

POSITION TYPE/EXPECTED HOURS OF WORK: This is a full-time position. Days and hours of work are scheduled weekly and may remain stable for several weeks. However, weekends, nights, holidays and shifting start and end times to align with the business needs in this department.

TRAVEL: Little to no travel is expected for this position.

REQUIRED EDUCATION AND EXPERIENCE: High school diploma or equivalent is required. At least two years of documented retail meat cutting experience. At least two years of documented meat department financial management.

OTHER DUTIES: Please note this job description is not designed to cover or contain a comprehensive listing of activities, duties or responsibilities that are required of the employee for this job. Duties, responsibilities, and activities may change at any time with or without notice.

CORPORATION STANDARDS: The foundation of success is found in meeting the following LDF Business Development Corporation expectations:

- Attitude of safety first
- Work ethic of loyalty, integrity, pride, perseverance, accountability, respect and teamwork
- Ambition to succeed
- Adheres to company policies and procedures
- Represents the company in a positive and professional manner
- Flexibility to work for extended hours in order to meet deadlines
- Handles oneself with professionalism during stressful situations
- Maintains positive attitude and morale
- Interacts effectively with all members of the company and all outside associates
- Completes responsibilities diligently



COUNTRY MARKET

- Thinks big picture and takes into account long-term implications of ones' actions
- Works independently, exercises discretion, applies common sense and makes competent decisions
- Complies with designated work schedule
- Uses company resources wisely
- Maintains neat, clean and organized workspace
- Constantly analyzes for ways to improve individual and/or company performance

The LDF Business Development Corporation is committed to a drug-free workplace. To qualify for this position, the individual must submit to and pass a pre-employment drug screen with random testing thereafter.

EEO STATEMENT: LDF BDC provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, gender, sexual orientation, gender identity, national origin, age, disability, genetic information, marital status, amnesty or status as a covered veteran in accordance with applicable federal, state and local laws. To the greatest extent feasible, preference will be given to qualified American Indians for employment opportunities.

HOW TO APPLY: To apply for this position, please submit an on-line application by visiting our website: ldfbdc.com:

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