

Action Plan
Bakery Specialist – Bee Cave
Justin Emmanuel Chavez

30 DAY

- Train and increase knowledge on all aspects around buying
- Meet and communicate with other buyers in the Southwest Region for methods used to maximize efficiency.
- Use SMORE and List-o-matic to determine items that are not selling well.
- Communicate with all Team Members about the use of par sheets and production lists.
- Minimize back space clutter to ensure all products are being used and not remaining on shelf.
- Create an organization system for the freezer/walk-in.
- Create any necessary signs for floor products and items on sale.
- Keep team members informed and educated on all orders, sales or shifts in product purchasing changes.
- Assist in period end inventory.

60 DAY

- Continue to develop my skills as a buyer to maximize efficiency.
- Focus on cross merchandising throughout the store.
- Learn and develop creative floor merchandising methods to ensure the full potential for every product.
- Continue to meet and exceed sales plans and target margins.
- Develop strategy plans for any products that aren't selling.
- Remove the unnecessary labels from printer systems to minimize errors on spoilage.

90 DAY

- Maintain efficient product movement.
- Uphold best practices and methods for buying.
- Keep open communication between other stores to learn best practices and create ideas for buying and production.
- Continue to maintain current par sheets for all forms of production within the bakery.
- Maintain an open discussion with team members about all product movement and ordering issues.