

## **Wholefood's Market Bee Cave Bakery Specialist**

Order, replenish, and merchandise bakery products and participate in regional and national sales promotions.

### **Responsibilities**

- Replenish products through proper buying procedures.
- Ensure product orders are timely and accurate to monitor inventory turns.
- Ensure the product mix meets varied customer dietary needs and requests.
- Find placement for all new products.
- Provide outstanding customer service; ensure customer needs are met in a timely fashion.
- Monitor product quality and freshness and ensure proper rotation of product.
- Maintain accurate department signage and pricing.
- Build displays according to movement, promotions, profitability, value and regional guidance.
- Participate in regional and national sales promotions.
- Oversee customer special order process.
- Follow department procedures for preparing, storing, rotating, and stocking of product.
- Maintain and monitor department waste, spoilage, and transfer logs.
- Maintain a clean and well organized work area.
- Follow and comply with established procedures, including Weights and Measures, health and sanitation, and safe work practices.

### **Knowledge, Skills, & Abilities**

- High energy, enthusiastic, and displays an affinity for our products, core values, and company philosophy
- Ability to understand and convey to others the differentiating factors about our products
- Ability to follow directions and established procedures
- Ability to visually examine products for quality and freshness
- Ability to sell proactively
- Good verbal and written communication skills
- Basic math skills
- Strong organization skills
- Basic proficiency with computer applications and programs including email, Microsoft Office, and operations related applications
  - Ability to work a flexible schedule including nights, weekends, and holidays as needed

## **Wholefoods Market Bee Cave Bakery Team Member**

Provide courteous, friendly, and efficient customer service in all areas of the bakery department which may include artisan bread, cakes & pastries, gelato, juice and coffee bars.

### **Responsibilities**

- Provide outstanding customer service and ensure customer needs are met in a timely fashion.
- Operate equipment and serve products in a variety of bakery areas which may include slicing and wrapping bread, scooping and serving gelato, preparing coffee, coffee drinks, juice and blended drinks.
- Prepare, package, weigh, and price bakery products for sale.
- Monitor product quality and freshness and ensure proper rotation of product.
- Maintain accurate department signage and pricing.
- Complete product spoilage and transfer records, as needed.
- Follow department procedures for preparing, storing, rotating, and stocking of product.
- Maintain a clean and well organized work area.
- Follow and comply with established procedures, including Weights and Measures, health and sanitation, and safe work practices.

### **Knowledge, Skills, & Abilities**

- High energy, enthusiastic, and displays an affinity for our products, core values, and company philosophy
- Ability to follow directions and established procedures
- Ability to visually examine products for quality and freshness
- Ability to sell proactively
- Good communication skills
- Ability to work a flexible schedule including nights, weekends, and holidays as needed