



COMMUNITY COMMITTED | AGRICULTURALLY DRIVEN

Job Title: *Feed Associate*

Department: *Alamosa*

Reports to: *Alamosa Manager*

Status: *Part-time, Non-Exempt*

Pay Range: \$15.16-\$16.00/hour

How to apply: *Submit applications through our website at www.mvcoop.com on the careers page or directly to klopez@mvcoop.com*

Position will be opened until filled. The estimated timeframe is 2-4 weeks.

Summary:

The Feed Associate reports to the Alamosa Manager and is responsible for delivering exceptional customer service while ensuring accuracy and care in every task. This role will be responsible for billing customers correctly, loading products into vehicles, working with propane, and handling money. Success in this role will require a positive attitude, a great work ethic, organizational skills, and people skills!

Essential Duties and Responsibilities:

- Provide quality customer service by offering assistance and expertise to customers
- Understands and has general knowledge of products that are sold at this location to make recommendations to customers
- Operates cash register, phones, and computer systems efficiently
- Assists customers with loading purchases
- Follows safety guidelines at all times
- Monitors inventory levels by keeping accurate and consistent inventory counts
- Maintains a clean and organized sales floor and warehouse to enhance the customer shopping experience
- Other duties as assigned

Skills:

- Strong customer service skills
- Great communication and organizational skills
- Ability to work independently and take initiative
- Computer skills and knowledge of data entry and inventory software programs

Education and/or Experience:

- High school diploma or general education degree (GED)
- Prior experience in retail, merchandising, or inventory management preferred

Certificates, Licenses, Registrations:

- Valid Driver's License

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. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee will exert up to 50 pounds of force occasionally and/or negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects. Repetitive motion. Substantial movements (motions) of the wrists, hands, and/or fingers. The worker is required to have close visual acuity to perform an activity such as: preparing and analyzing data and figures; transcribing; viewing a computer terminal; extensive reading. Work is performed in an office environment and requires the ability to operate standard office equipment and keyboards. Must have the ability to walk short distances, and/or drive a vehicle to deliver and pick up materials. Reasonable accommodations may be to enable individuals with disabilities to perform the essential functions.

Work Environment:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works near moving mechanical parts. The employee is frequently exposed to fumes or airborne particles, risk of electrical shock, and vibration. The employee occasionally works in high, precarious places and in outside weather conditions and is occasionally exposed to toxic or caustic chemicals. The noise level in the work environment is usually very loud.

DISCLAIMER: This job description, indicates the general nature and level of work expected. It is not designed to cover every activity, duty or responsibility required of the employee.

I agree that I can perform the job described as stated above and am able to work in these conditions.

Signature _____

Date _____