



## **Fresh Foods Take-Out Attendant**

As a member of our Fresh Foods Team you will have a positive impact on sales and customer satisfaction through your passion for food and pride in your environment. You will also have a positive impact on business efficiency through inventory management and loss reduction.

Your role will include assisting customers by providing information on products and services, addressing customers' special needs and delivering to them a delicious range of menu items.

Together with your teammates, you will be responsible for the production of made-to-order menu items and prepared foods as well as providing excellent customer service.

You will ensure a positive company image through adherence to our Customer Service Charter and Business Policies & Procedures.

Above all else, you will ensure the safety of our customers through your applied knowledge of safe food-handling procedures.



## **Fresh Foods Take-Out Attendant**

### **REQUIREMENTS:**

- Valid Worker Health and Safety Awareness Certificate
- Valid WHMIS Course Completion Certificate
- Valid Food Handler Training Certificate
- Computer literacy
- Excellent communication skills
- Ability to work as part of a team and independently
- Ability to follow instructions and procedures
- Ability to sell proactively
- Effective time management skills
- Strong work ethic and integrity
- Ability to visually examine products for quality and freshness
- Ability to lift up to 50 pounds / 23 kilograms
- Ability to work in hot / cold environments
- Ability to stand for long periods of time
- Uniform requirement
- Reliable transportation



**GENERAL DUTIES:**

- Adherence to applicable health and sanitation procedures.
- Protect employees, customers and visitors through enforcement of safe work practices.
- Provide immediate and undivided attention to each customer encounter.
- Follow through on all customer questions and requests.
- Provide customers with consistent and exceptional service.
- Keep the sales floor clean and organized.
- Product display, rotation and restocking.
- Maintain proper signage.
- Interaction with supplier agents and delivery companies.
- Assist in the receiving of deliveries, order processing and record-keeping.
- Assist in food preparation and cooking.
- Assist management in theft prevention measures.
- Support store and resort programs.
- Answer department telephone calls promptly and with excellent phone etiquette.

**PRIMARY DUTIES:**

- Customer counter service including order taking, made-to-order food preparation and serving prepared foods.
- Preparation, packaging and maintenance of fresh-to-go menu items.
- Ensuring food safety through application of policy and procedure.
- Extensive cleaning and sanitation.
- Product display, rotation and restocking.
- Record-keeping.



**SECONDARY DUTIES:**

- provide support to Fresh Foods Counter Attendant
- provide support to Fresh Foods Food Preparer
- provide support to Baker
- provide support to Fresh Foods Retail Attendant

**EQUIPMENT:**

- panini press
- conveyor toaster
- commercial microwave
- Convection Oven (with steam injection)
- Combi Oven
- Induction cooking
- Bread Slicer
- Tray Wrapper
- Meat Slicer
- Digital Scale
- Variety of small appliances for food preparation

*This job description is intended to describe the general requirements and duties for the performance of this job. It is not a complete statement of duties, responsibilities or requirements. Other duties not listed here may be assigned.*