

Job Title: MERCHANDISER

Department: SALES

Reports to: MERCHANDISING SUPERVISOR

Exempt status: NON-EXEMPT

*General purpose of the position:* To keep retail display units continually stocked with products, maintaining the expectations of all sales/marketing plans and all company merchandising standards.

*Duties & responsibilities:*

- Retrieve merchandise from customer's storage location and place on shelves and in other retail display units, using a cart or pallet jack. Continually facing & rotating product, placing newest product on the bottom or the back of the displays/shelves.
- Build new retail displays. Standard displays will be build according to preset guidelines. Specialty or seasonal displays will be built with the guidance of a supervisor.
- Store empty cartons and damaged products for return to the plant.
- Keep shelving units, racks and display materials clean and free from damage. Any damaged units should be immediately reported to a supervisor for repair or replacement.
- Other duties as assigned.

*Education & experience:*

- High school diploma or GED preferred.
- Valid driver's license. Motor Vehicle Record must show no more moving violations than are allowed by our Driver's license policy.

*Skills & abilities:*

- Must have good customer service skills.
- Must be able to frequently lift up to 60 lbs.
- Must be able to use basic pallet jack and hand cart.
- Must be able to follow written and oral instructions.

*Physical demands:*

- Repetitive lifting of up to 60 lbs.
- Frequent pushing, pulling, bending, reaching, stooping, standing and walking.
- Work in varying job conditions including; heat, cold, damp, inside, outside.