

Job Description

Position: Bagger/Utility Clerk

Overview:

A bagger/utility clerk bags groceries for cashiers, using skill to prevent damage to merchandise, maintain average weight between bags and not mix unlike items that cause contamination of product. They must know the proper size and type of bags, operate stock dollies and use case cutters. Maintain bag stocks at the registers and keep the check stands free of litter. They lift and stack up to 50# and reach and place product in shopping carts. In addition, they take carry-outs to customer's vehicles, communicate with and give direction to customers. Collect shopping carts, make price checks and perform sweeping and general cleaning functions around the front-end and in the front of the store and parking lot.

Job Requirements:

1. Work shifts.
2. Bag groceries.
3. Lift up to 75 #.
4. Physically make price checks for cashiers.
5. Provide verbal and physical assistance to customers.
6. Give correct change to customers.
7. Manage receipts and balance sales and cash reports.
8. Perform sweeping and general cleaning duties around their work area.
9. Operate intercoms.
10. Collect carts from parking lot.
11. Take carry-outs to customer's vehicles.
12. Collect shopping carts from parking lot and place in store.