



## Storefront Market Clerk Position

Maddalena's is seeking a responsible person with effective communication and presentation skills for 25 – 35 hours per week at our on-site location in Ringoes, New Jersey. Being a Storefront Clerk is a valued position at Maddalena's because our customers depend on staff who appreciate and care for them, while educating them about our various CheeseCakes, cookies, pastry and savory products.

Additional responsibilities include maintaining the Bakery's POS system, consistent restocking of Maddalena's products, keeping the storefront and displays clean. Ability to use a pastry bag to border cakes then add fruit for display. The storefront Clerk needs to be attentive and mindful to details, customer and product focused.

- **Store Hours:**

- Wednesday through Saturday 10:30 - 5:30    Sunday 10:30 – 4:30
- \$16- \$17/hour

- **Skills required:**

- Effective communication skills that are descriptive, engaging, and personable to secure and satisfy customer's needs. Experience in sales building rapport with customers, seeking and securing orders
- Experience with food service business or baking industry
- Able to handle frozen product while restocking and checking customers out.
  - Availability to invest additional hours during peak times such as holidays and special events
- Organized, efficient, planned, and structured.
- Ability to multitask with flexible expectations

Basic understanding of Microsoft Excel, Word, and Publisher, is a plus.

10/29/24