



Monument Farms Inc.

Job Description

Job Title: Delivery Route Helper

Reports to: Dan James

Job Purpose

The Delivery Route Helper assists the Delivery Route Driver with sales and delivery for accounts purchasing products from Monument Farms Inc. Each Helper rides along on a weekly route with consistent customers that they are responsible for helping the Delivery Route Driver maintain sales volumes and keeping sales coolers stocked and rotated.

Duties and Responsibilities

The person in the position of Delivery Route Helper will be expected to carry out the following:

- Deliver, rotate, and merchandize products being sold to each customer.
- Assist in managing inventory on the delivery truck.
- Maintain a good working relationship with store owners and their employees.

Qualifications

- General understanding of product rotation and relevance of code dates to perishable products
- Teamwork skills – Ability to work together as well as take instructions
- Professional and friendly personality, willingness to take on new tasks
- Ability to stay on task - both individually, and when working with a team

Working Conditions

The Delivery Route Helper's tasks will be carried out in a variety of conditions, ranging from coolers, loading docks, and driveways. Cooler temperature is maintained below 40 degrees Fahrenheit. Environment is subject to wet floors, slippery surfaces, and cold temperature down to -20 degrees in the freezers.

Physical Requirements

The Delivery Route Helper will be expected to be able to lift at least 40 pounds and maneuver a loaded handcart in a variety of conditions, i.e. ramps, stairs, uneven surfaces.

Direct Reports

None

Schedule

Weekly schedule is dependent on the location of the route. Routes are either 4 or 5 days, averaging 40 hours/week. Average start time is between 4am and 5am.

Compensation & Benefits

The Delivery Route Helper is a salary position, with a performance review following a 3 month probationary period at which point salary may be renegotiated. Performance/salary will be reviewed yearly.

Monument Farms issues payroll check **Bi-Weekly**, 1 week in arrears.

Please see accompanying form for explanation of health insurance offered by MFD.

All Monument Farms employees receive unflavored (white) milks at no charge, so long as there is no abuse of this privilege, along with two (2) pints of flavored milk per shift worked.