

**CASHIER**  
**\$10.00 per Hour**  
**Average 20-40 hours per work week- Full benefits included**

**Position Objectives**

To support management in achieving the company's growth objectives by maximizing sales and controlling expenses.

To fulfill his/her responsibilities in accordance with the Company's principles of leadership and organization, the ALDI Management System.

**Position Responsibilities**

1. Provides customer service through the courteous, accurate and efficient processing of customer purchases.
  - a. Adheres to the company's customer service guidelines.
  - b. Assists customers with problems or concerns; contacts store management as appropriate.
2. Assists store management in achieving store appearance and maintenance standards to present a desirable image of ALDI.
  - a. Performs general cleaning duties.
  - b. Stocks shelves and displays.
  - c. Returns misplaced items to shelves.
  - d. Supports management in providing a safe environment for fellow employees and customers by identifying and rectifying hazards and/or equipment in need of maintenance.
  - e. Performs daily work assignments.
3. Supports store management in the achievement of controllable expense goals.
  - a. Assists management in the achievement of store productivity goals.
    - 1) Completes assigned responsibilities in a timely and effective manner.
    - 2) Makes suggestions to store management in areas that could impact productivity.
  - b. Assists management in the achievement of store inventory goals.
    - 1) Monitors the accuracy of all transactions through proper scanning and NLU memorization to prevent inventory loss.
    - 2) Verifies product received matches picklists; notifies store management of any discrepancies.
    - 3) Informs store management of inventory loss due to inferior or damaged products.
    - 4) Participates in taking store inventory counts according to guidelines.
    - 5) Informs store management of all items that do not scan.
  - c. Adheres to all cash policies to minimize cash loss.

## **Job Specifications**

### Education and Experience:

At least 18 years old with a high school diploma or equivalent.

### Additional Requirements:

Must be able to accommodate the operational schedule of the store including shifts between 5am and 11pm, seven days a week.  
May be required to handle and sell alcoholic beverages, and meet any state and local requirements for handling and selling alcoholic beverages.

### Knowledge, Skills and Abilities:

1. Ability to provide prompt and courteous customer service.
  2. Skill of operating a cash register efficiently and accurately.
  3. Ability to stock merchandise from store receiving to shelving; ability to place product, weighing up to 45 pounds, on shelving at various heights.
  4. Ability to operate equipment including electric and manual hand jacks, floor scrubber and cardboard baler.
  5. Ability to perform general cleaning duties to maintain store standards for cleanliness.
  6. Knowledge of and ability to interpret and/or apply ALDI store operating policies and procedures.
  7. Skill of verbal and written communication.
  8. Skill of performing basic arithmetic such as addition, subtraction, multiplication, and division.
  9. Ability to follow instruction and give attention to detail.
- Ability to work both independently and within a team environment.

## **Benefits**

Group major medical and dental program including vision  
Life and disability insurance, Three sick days per year  
401(K) (optional)

## **Retirement Savings Plan**

5% of gross wages up to \$2,000 annually; vesting as set forth in the plan.

## **Vacation**

<u>Length of Service</u>	<u>Vacation</u>
Employee Starting date to 6 Month Anniversary	No Vacation
After 6 month Anniversary date	One Week
After 1 Year Anniversary date	One Week
After 2 Year Anniversary date	Two Weeks
After 5 Year Anniversary date	Three Weeks
After 12 Year Anniversary date	Four Weeks
After 18 Year Anniversary date	Five Weeks

## **Holidays**

Six national holidays, 2 personal days after 90 days employment, 3 after one year.

**Trial Period**

There will be a 90-day trial period for all employees for purposes of evaluation.