



Job Description

TITLE:	Counter Pastry Clerk	CREATION DATE	Saturday, December 1, 2018
LOCATION:	Store	LAST UPDATE:	Tuesday, April 7, 2020
DIVISION :	Groupe Adonis inc	DEPARTMENT	Pastry
LINE MANAGER:	Counter Pastry Manager	SALARY SCALE	2
SECTOR:	Grocery Store	JOB CATEGORY	Employee

SUMMARY

The pastry clerk reflects the good image of the company with exceptional customer service, while ensuring that he always offers fresh and quality products. He works in collaboration with the members of his team, under the direction of the department manager. It complies with hygiene and food safety standards, as well as health and safety regulations.

SPECIFIC RESPONSABILITIES:

Health and safety and food hygiene :

Comply with the store's dress and personal hygiene code;
 Comply with safety standards and wear personal protective equipment where appropriate;
 Comply with food safety procedures in accordance with departmental requirements;

Check the packaging and labelling of the various pastries offered;
 Verify that the price tags display the correct amount;
 Ensure that the department's displays and displays are always well filled, attractive and clean;
 Rotate products and remove expired ones;
 Advise and answer customer questions about Adonis products;
 Ensure the cleanliness of the department at all times;
 Assist management in properly maintaining inventory to minimize insufficient/surplus inventory;
 Other related tasks.

ELIGIBILITY CRETERIA

Knowing how to express yourself in English
 Experience working in a bakery, an asset
 Good knowledge of the products sold

SKILLS

Excellent customer service
 Show dynamism and positivism
 Team spirit
 Autonomous and resourceful
 Sense of responsibility and priorities

RELATIONS

The bakery clerk comes into contact with the members of his team as well as with the customers

Adonis welcomes and encourages applications from people with disabilities. Every effort will be made to provide accommodations requested by candidates taking part in all aspects of the selection process.