
Position: Shelf Stocker
Division: Commissary



Job Information:

Our team of shelf-stockers proudly provides janitorial and shelf-stocking services to support 6 commissaries, and the military families they serve, throughout San Diego. Under close supervision and sufficient support, our Shelf-stockers are trained to perform the essential duties.

ESSENTIAL DUTIES:

- Stock and replenish shelves, endcaps and displays with missing products
- Rotate merchandise to ensure freshness according to sales dates
- Obtain and use all equipment, including safety equipment, necessary to complete tasks and to meet safety standards (i.e., utility knives, aprons, gloves, pallet jacks, etc.)
- Receive merchandise from the government customer to be staged on sales floor
- Prepare merchandise to be placed on shelves in order to increase efficiency during stocking of merchandise
- Display, block, straighten and clean all merchandise as well as shelf area to maintain a presentable appearance
- Remove all damaged, outdated, and hazardous commodities
- Breakdown and remove all cardboard and trash to keep the floor area free of debris
- Dump all contractor-generated cardboard
- Consolidate merchandise and restores as needed
- Other duties as assigned

DISCLAIMER: The above information is designed to indicate the general nature and level of work performed by employees within this classification. It is not designed to contain or be interpreted as a comprehensive inventory of all duties, responsibilities, and qualifications required of employees to perform the tasks requested by their supervisors.