



## Job Description: Farmers Market Sales Associate

A Salud Corporation Farmers Market Sales Associate must be a friendly, energetic person who enjoys people and finds helping others rewarding and challenging. Must have enthusiasm for sharing information, recipes, and tips for cooking or food preparation using Salud de Paloma EVOO. Encouraged to engage the customer to sign up for our Facebook and electronic newsletter. Ability to close the sales transaction. Responsible for Farmers Market duty from set up; sales; to load up.

Sales Associate is required to perform the duties of their position in line with Salud Corporation Core Values: Farmers Market policies; customers, people, products, communities, stakeholders, and other retail sales.

### Knowledge, Skills & Abilities

*To perform the job successfully, an individual must demonstrate*

- High Energy and friendly demeanor.
- Requires Quality Customer Care and Service - Responds promptly to customer needs; Responds to requests for service and assistance.
- Organizational Support - Follows policies and procedures; Supports organization's goals and values.
- Attention to Detail
- Must provide own cell phone to process electronic sales transaction.
- Planning/Organizing - Uses time efficiently.
- Safety and Security - Observes safety and security procedures; Reports potentially unsafe conditions; Uses equipment and materials properly.
- Dependability - Follows instructions, responds to management direction; Takes responsibility for own actions; Completes tasks on time or notifies appropriate person with an alternate plan; Is consistently at work and on time.
- Initiative – Self Starter and asks for and offers help when needed.
- Language Skills- Ability to effectively communicate with customers in order to maintain high standards of customer service; Ability to read and comprehend simple instructions, short correspondence, and memos.
- Spanish Speaker a Plus
- Experience in Customer Relations and Retail Sales preferred
- Must have reliable transportation to and from the work assignment
- Must provide storage space for tools, equipment, inventory and supplies provided by Salud Corporation

### Essential Duties and Responsibilities – *Other duties may be assigned.*

- Advance preparation – takes inventory of items to load for booth set up and transportation required to get equipment and inventory to the Farmers Market site.
- Loads and unloads equipment, tools and inventory to set up the Salud de Paloma sales booth.
- Maintains the Salud de Paloma work station sales clean, orderly and safe.
- Greet customers in a friendly and cordial manner.
- Responds to all customer requests politely and promptly – and helps educate the customer on the health benefits of Extra Virgin Olive Oil and other uses of EVOO.
- Refers customers to our on line sales sites and retail locations
- Accountable for all sales transactions.
- Accountable for cash made available for sales transactions.
- Effectively manages electronic and cash sales keeping a sales report for each daily shift completed.
- Orders and maintains appropriate inventory of Salud de Paloma EVOO, cleaning/sanitizing solutions, materials and supplies.
- Responsible for dismantling the Farmers Market work station (booth) and transporting all supplies, inventory and equipment to a safe cool storage area. The Olive oil must not be refrigerated or kept in hot storage conditions.
- Maintains the Salud de Paloma inventory, supplies and equipment in a neat well-organized manner for the next event.
- Reports all incidents that require action, are a cause for concern or may be of possible conflict of interest to Management.
- Provides Food Handler permits as requested and follows all policies and procedures of the respective Farmers Market.
- Attends other events when assigned such as expos, tastings, conferences, and other event that require the presence of a Salud de Paloma representative.



### **Physical Demands**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. While performing the duties of this job the employee is regularly required to:

- Stand; walk; reach with hands, arms; talk and hear.
- Required to balance, climb, stoop, kneel, crouch, or crawl.
- Must regularly lift and /or move up to 25 pounds and frequently lift and/or move up to 50 pounds.
- Farmers Market Sales Representative is frequently exposed to hot, wet and/or humid.
- Noise level in the work environment may be moderate to loud.

### **Items Requiring Special Attention**

- Salud Corporation maintains a firm policy that DOES NOT allow its Sales Associates to represent other olive oil producers in any capacity.
- Salud Corporation has a strong ethics policy. We expect the highest professional conduct at all times. Salud representatives shall be mindful of any conflicts of interest or perceived conflicts of interest.
- Unprofessional conduct and violation of our ethics policies can be cause for immediate termination.

### **Reports to**

- Salud Corporation **Sales/Distribution Manager** - Vacant
- Salud Corporation **President**, Rosa Rios Valdez – 1.888.241.2215
- **Emergency** number: Salud Corp. President 1.512.636.6574