



Randall's Farm & Greenhouse

631 Center Street
Ludlow, MA 01056

Job Description: Creamery Clerk

Reports to: Assistant Creamery Manager

The primary responsibilities of a Creamery Clerk is to engage our customers with confidence and respect to ensure the highest level of quality and service as possible; to serve ice cream and food products. Follows all established Food Safety & Sanitation guidelines. Performs other related duties as assigned including assisting other departments.

Daily Tasks Include:

- **Customer Service:** Greeting customers promptly and politely, taking food orders accurately, and serving customers.
- **Cash Handling:** Accurately charge for all products, use cash register appropriately and give accurate change to customers.
- **Food Preparation:** Prepare cones, shakes, sundaes, razzles, and other products. Includes stocking of razzle station and dip chests.
- **Stocking of Supplies:** Replenishing par levels of paper goods and food supplies.
- **Daily Sanitation:** Wiping counters and equipment utilizing appropriate chemicals, washing dishes, mopping floor. Cleaning and stocking all areas according to opening and closing procedures.
- **Maintains proper dress and adheres to company policies.**

Age Requirement: Must be minimum 16 years old.\

Minimum Experience: On the job training

Skills: Must be able to follow oral and written instructions and established procedures.

Physical Requirements: Prolonged standing/walking required. Moderate to strenuous physical effort: (lift/carry frequent up to 50#.)

Working Conditions: Subject to cuts and repetitive strain; exposed to hazards of cold from freezer.