URM STORES, INC.
PERSONNEL REQUISITION

EXTERNAL POSTING

Department: Cash & Carry #3  
Date: September 11, 2017  
Void after: September 22, 2017

REQUIREMENTS

| Job Title | Regular Full Time  
Will be evaluated in 30, 60, and 90 days. |
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<td>Date Needed: ASAP</td>
<td>Starting Salary: $13.00/hr</td>
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<td>Position is: Replacement</td>
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**Essential Job Functions:**

1. Unloading and stocking freight
2. Meet and assist customers
3. Operate cash register and adding machine
4. General store cleaning
5. Follow guidelines and policies of URM

**Education/Experience:**

- High School Graduate or GED
- 2 Years Grocery Experience preferred
- Spanish Bi-lingual a plus

**Skills Required:**

- Strong people skills
- Good verbal communication
- Basic math skills – add, subtract, make change

**License or Certificate Required:**

- None

**Physical and Mental Abilities:**

- Heavy lifting 100# max,
- Frequent lifting and/or carrying Objects weighing up to 50#,
- Manual dexterity and good hand/eye coordination
- Work position: Standing/Walking 100%

**Personal and Professional Attributes:**

- Team player, must be detail orientated
- Be service oriented to customer needs
- Ability to take initiative to complete tasks within a timeframe.
- Regular attendance, the ability to maintain a calm demeanor in a stressful environment, the ability to interact with coworkers in a variety of situations, the ability to clearly communicate verbally and in writing, and the ability to provide calm and polite customer service.

**Who will supervise this employee:**

- None

**Travel Involved**

- None

**Testing is required to help finalize decision.**

**Whom will this employee supervise:**

- No One

Want to interview at least 3 persons.

URM Stores, Inc. is an Equal Opportunity Employer. URM recruits and hires qualified candidates without regard to race, religion, color, sex, sexual orientation, age, national origin, citizenship and veteran or disability status, or any factors prohibited by law and as such affirms in policy and practice to support and promote the concept of equal employment opportunity and affirmative action, in accordance with all applicable federal, state, and municipal laws.