



# Leedstone®

## WE'RE HIRING!

### Retail Floor Associate

Our Melrose, MN office is looking for a full-time person to join our retail salesfloor team. This person will be part of a collaborative, detail-oriented group that's highly involved with in-store customer service and inventory control. Animal product knowledge is a plus.

#### Customer Service Responsibilities:

- Greet and assist customers, including product suggestions
- Help customers load/carry products as needed (must be able to lift 50 lbs)
- Assist customers with special orders
- Learn and use point of sale system (Fusion); on-site training available

#### General Responsibilities:

- Work with others to prioritize and accomplish daily goals/tasks
- Take direction, learn and adapt to new products, processes, and strategies
- Follow 'open/close' procedures for accuracy, follow-through and security
- Contribute to a positive work atmosphere
- Be prompt; give sufficient notice of time off (as appropriate)
- Clean shelves and products to ensure a presentable retail space
- 'Face' products for better presentation

#### Inventory Control Responsibilities:

- Use replenishment reports and keep shelves stocked
- Report inventory discrepancies to appropriate team members
- Use appropriate systems to transfer product between warehouse and locations
- Create floor displays with limited direction

**Full-Time Position:** Monday-Friday, varying between 7:30 a.m. and 6 p.m.; on rotation every 4th Saturday.

Leedstone is a unique and growing business, headquartered in Melrose, MN. With branches in Glencoe, MN; Plainview, MN; and Menomonie, WI we are in the heart of the dairy industry and strive to help keep families on the farm. We have more than 20,000 different products in inventory to serve the needs of the dairy and beef industries; providing animal health products (including pharmaceuticals and over-the-counter medication); dairy and sanitation supplies; and installation and service of milking equipment, including automated systems.

Interested applicants, please submit your resume to [resume@leedstone.com](mailto:resume@leedstone.com).  
Or, by mail to 222 County Road 173 SE in Melrose, MN 56352.

