

ACE DISTRIBUTING

POSITION: MERCHANDISER	DEPARTMENT: SALES REPORTS TO: CHAIN SUPERVISOR STATUS: NON-EXEMPT DATE: 1/29/18
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The purpose of this position is to assist the Sales & Marketing Department in daily execution of tasks.

WHAT WILL I BE DOING?

In your role as a Merchandiser, you will be part of our success by fulfilling the following responsibilities:

- Review sales objectives, gather point of sale (P.O.S.) merchandise
- Takes direction from Sales Manager on assigned daily route and
- Build assigned displays, position permanent/temporary P.O.S., reset floors and work closely with Sales Manager and Account Managers to ensure to most successful representation of Ace Distributing's family of brands at the point of purchase.
- Ensure Ace products are properly rotated and maintained in accordance with product rotation standards thereby minimizing Out Of Code and Damaged Product concerns
- Support P.O.S. inventory and store in an organized system
- Participate, when assigned, in evening and weekend promotional work and other special events scheduled by Supervisor.
- Maintain a current inventory of price cards, counter cards, table tents and other relative P.O.S. in assigned vehicle always.
- Operate Ace Distributing vehicles/equipment safely, maintaining their appearance and cleanliness. Observe all maintenance requirements.
- Ensure that all Ace equipment is clean, in good working order, and presented in a premium manner
- Execute and adhere to Ace merchandising processes and routines
- Evaluate and communicate all competitive activities such as new launches and price reductions and communicate with Chain Sales Manager and other necessary members of Sales & Marketing Department
- Build, protect, and grow the brand engagement for the entire Ace Distributing family of brands at the account level point of purchase.
- Notify appropriate Sales Manager for pick up and / or exchange of any dented, damaged, or out of code product, as well as any out of stock items, and Quality Point of Distribution (QPOD) opportunities.
- Establish and maintain friendly and professional relationships with retail managers of accounts.
- Must comply with other duties as assigned by supervisor.

WHAT DO I NEED TO DEMONSTRATE?

As well as a strong desire to learn and succeed, to be considered for this position you must be able to meet the following requirements:

Required:

- Graduation from high school or GED equivalent
- Possess a valid driver's license
- Must be able to work from a ladder and perform some types of light carpentry work
- Collaborate with sales team members in executing new programs and large displays
- Work collaboratively across the organization and share best practices
- Lead by example and adhere to Ace Distributing standards and values
- Professionally represent the company and Ace brands through responsible driving and in market presence

WHAT ELSE DO I NEED TO KNOW?

- Must be flexible to support a 24/7 operation, which may exceed a normal 8 hour workday
- The ability to work a full shift, come to work on time, work overtime as needed and the ability to work according to the necessary schedule to meet job requirements with or without reasonable accommodation is an essential function of this position.
- While performing the duties of this job, the employee frequently works in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions, fumes or airborne particles, toxic or caustic chemicals and vibration. Also, frequently required to walk, sit, talk, hear, use hands and fingers to operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to balance, stoop, kneel, and crouch. The employee must be able to lift up to thirty (30) pounds regularly; thirty five (35) to fifty (50) pounds frequently, one hundred seventy (170) pounds occasionally. Specific vision abilities required by this job include close vision, peripheral vision, color vision and the ability to adjust focus.
- The job description is only a summary of the typical functions of the job, not an exhaustive or comprehensive list of all possible job responsibilities, tasks and duties. The responsibilities, tasks, and duties of the jobholder might differ from those outlined in the job description and other duties as assigned, might be part of the job. This job description does not constitute an employment contract; the employment relationship between Ace Distributing and the employee is an at-will relationship.

ACE DISTRIBUTING

We are an equal opportunity employer and all qualified applicants will receive consideration for employment without regard to race, color, ethnicity, disability, religion, national origin, gender, gender identity, gender expression, marital status, sexual orientation, age, protected veteran status, or any other characteristic protected by law. Where required by state law and/or city ordinance; this employer will provide the Social Security Administration (SSA) and, if necessary, the Department of Homeland Security (DHS), with information from each new employee's Form I-9 to confirm work authorization.

PRINTED NAME AND SIGNATURE

DATE