

# G & G

## BEVERAGE DISTRIBUTORS, INC.

207 Church Street  
P.O Box 4488  
Yalesville Sub Station  
Wallingford, CT 06492  
(203) 284-9511  
FAX (203)284-1530

### **Merchandiser**

G & G Beverage Distributors, Inc. is a proud distributor of beers, craft beers and ciders throughout New Haven and Fairfield County. Based in Wallingford, CT we are seeking a career-minded **Merchandiser** to support our Sales and Operations Teams.

G & G is a fast pace, relationship driven business that requires professionalism, sales ability, strong interpersonal skills and dedication.

### **Responsibilities for Operations Department:**

- Receive daily stops and invoices
- Establish daily route and write up daily route sheet
- Review invoices for time stops, C.O.D accounts and any other special notes
- Daily inspection of truck
- Make priority deliveries as directed
- May collect checks or cash
- Have all invoices stamped and signed
- Responsible for refueling trucks daily
- Responsible for taking empties off the truck using fork lift
- Responsible for filling out cash receipt book and getting check in by office personal at the end of each shift
- Assist operation's department as needed

### **Responsibilities for Sales Department:**

- Fulfill daily work orders as directed by General Manager
- Fill and maintain displays, assist in display building when needed
- Install point of sales
- Make priority deliveries as directed
- Establish and maintain relationship with customers

### **Position Compensation/Schedule:**

Monday- Friday. 8am till 5pm. Schedule will vary dependent on assignment and can start as early as 6:30 AM. Full time 40 hours per week with some overtime required.

Position starts at \$13.50 per hour.

Benefits and 401K

**Qualifications:**

- The ideal candidate will have prior merchandising/stocking experience and/or sales and customer service experience.
- Must have reliable transportation to and from work
- Valid Connecticut Driver's license and insurance is required
- Valid Medical Card
- Fork Lift Certified
- Lifting/carrying material up to 170 pounds
- An eagerness to learn
- Basic math skills
- Ability to work a varied full time schedule
- Must be an effective communicator

As G&G Beverage Distributors is a growing company with season volume fluctuations, flexibility is required to schedule work hours and vacation around peak work times. Individual must be able to shift priorities, work assignments and, if necessary, perform clerical work.

This is an operational position, which requires installing and servicing equipment, maintaining vehicles, hanging promotional material, stocking shelves and making product deliveries. The employee reads written material, uses a phone, hand tools, computer and drives to customer sites. Lifting/carrying material under 170 pounds is required.

This position is backed up by: Other merchandisers/drivers

This position is back up to: Other warehouse merchandisers/drivers

This position is classified as non-exempt.

This job description is based on management's assessment of the requirements and functions of the job of the date this description was prepared. It is a general guideline. It does not purport to be an exhaustive list of all the elements of the job. It may be modified at any time by G & G's management to meet its organizational needs.

*All final applicants will be required to comply and pass all drug, background, work assessment and driving checks.*

G & G Beverage is an Equal Opportunity Employer and a Drug Free Work Place.

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Please send cover letter and resume.

Jeanette Birney  
HR/Administration