



## **Job Title: Freezer & StoreRoom Associate (Inventory & Stocking Specialist)**

**Location:** On a regenerative farm near Delaplane, VA

**Employment Type:** Full-Time / Part-Time

**Start Date:** Immediately

**Starting Pay:** \$18.00 per hour (with potential for increases based on performance)

**Reports to:** Operations manager

**Job Summary:** We are seeking a reliable, detail-oriented, and physically capable individual to join our team as a Freezer & Storeroom Associate. In this hands-on role, you will manage inventory in the freezer, cooler, and dry storeroom areas, including receiving, organizing, stocking, tracking, packing, washing and packing produce, and supporting deliveries. The ideal candidate thrives in a fast-paced environment, can handle cold conditions, and takes pride in maintaining an organized, efficient, clean workspace while ensuring product quality and freshness.

### **Key Responsibilities**

- Pick up and receive shipments and deliveries, verify quantities and condition against purchase orders, and report any discrepancies.
- Unload, unpack, and properly store products in the freezer, cooler, dry storeroom, and other designated areas while following proper handling and safety procedures.
- Assist in washing fresh produce as needed to maintain cleanliness and quality standards.
- Pack and prepare produce and other items for storage, display, customer orders, or delivery (including boxing, bagging, labeling, and organizing).
- Stock, rotate, and organize inventory on shelves, in freezers/coolers, and in back storage areas to maintain freshness, FIFO (first-in, first-out) rotation, and optimal space utilization.
- Monitor and track inventory levels, conduct regular counts, and update records (manual or digital) to ensure accurate stock information.
- Assist with loading/unloading delivery vehicles and support outbound deliveries when required.
- Maintain cleanliness and organization of the freezer, cooler, store room, washing/packing areas, and work spaces, including sweeping, mopping, removing trash, and ensuring proper temperature controls and sanitation standards.
- Check product dates, quality, and condition; remove and dispose of expired or damaged items according to company procedures.

- Operate equipment such as pallet jacks, hand trucks, or other warehouse tools safely (training provided as needed).
- Collaborate with team members to support overall store/warehouse operations and respond to urgent restocking needs.
- Perform additional tasks as assigned to support smooth daily operations.

## **Qualifications & Requirements**

- High school diploma or equivalent preferred (but not required).
- Previous experience in stocking, inventory, warehouse, produce handling, freezer/cooler work, or retail is a plus—we're happy to train the right person.
- Ability to work in cold environments (freezer temperatures of 0°F or below) for extended periods.
- Physically able to lift up to 50 lbs regularly, bend, stoop, reach, climb ladders, stand/walk for long periods, and handle wet produce washing tasks.
- Strong attention to detail and organizational skills.
- Basic math skills for counting, measuring, and inventory tracking.
- Reliable, punctual, and able to work independently or as part of a team.
- Comfortable using basic tools and equipment
- Valid driver's license
- Must speak reasonable English
- Non-tobacco user. Our farm regulations cannot support tobacco use of any kind.