



2931 19<sup>th</sup> Avenue, Markham, On, L6C 1L7, 905-887-8954  
[www.toptomatofoods.ca](http://www.toptomatofoods.ca)

## **Job Description: Farm Market Front End Clerk**

### **About Top Tomato Foods**

Top Tomato Foods is one of Ontario's largest growers, packagers and distributors of Ontario's best quality produce. Family owned and operated, Top Tomato Foods carries the same traditional values its founders started with over 50 years ago. Our core produce line includes cauliflower, cabbage and broccoli. Additionally, we also grow many other fruits and vegetables which are sold through our 19th Avenue Farmers Market.

This position is for our 19<sup>th</sup> Avenue Farmers Market Division.

### **Summary of Job Description**

As a front end clerk, your main duty will be helping and facilitating with the check out process. However, you will be expected to work in other areas of the market such as morning set up, closing procedures, market signage, and other duties as required by management. You will have the incredible opportunity to learn about Ontario agriculture and products, as well as various skills in merchandising and customer service.

This position is seasonal (from May to December).

You must be available to work weekends and public holidays.

Since this is an outdoor market, you will be able to enjoy the great weather when it happens, but will also have to deal with the extreme conditions that we sometimes experience.

### **Primary Responsibilities**

- a. Helping Cashiers at the customer checkout process (bagging, carry outs, etc)
- b. Gathering all shopping carts in parking lot
- c. Helping tidy up cash area/back room
- d. Clean up and closing assistance as requested by supervisor
- e. Other responsibilities as assigned by the supervisor

Candidate must be available to work at least 2 days (Thursday, Friday, Saturday or Sunday) until Labour Day Weekend. And at least 1 day (Saturday or Sunday) in the months of September through December.

### **Knowledge and Skill Requirements**

1. Punctual
2. Organized
3. Diligent
4. Able to follow instructions
5. Good customer service skills
6. Ability to stand for long period of time
7. Enjoy working in a fast paced environment
8. Self motivated
9. Ability to Multi-Task
10. Adaptable
11. Responsible and reliable

### **Contact Details**

If interested in the role, please send an email to [farmersmarket@toptomatofoods.ca](mailto:farmersmarket@toptomatofoods.ca).