



Production Logistics Associate

Job Description

Duties

Assist in providing logistics for all kitchen production tasks

- order/data entry, order analysis
- assignment of tasks to kitchen production stations

Assist in development and implementation of proprietary company software

Requirements

- Good organizational skills
- Food / kitchen knowledge
- Proficient computer skills - ability to learn new systems
 - Office 365 – mainly Excel
 - QuickBooks

Hours: Monday - Friday 8am to 5pm. This schedule may vary. Sometimes employee may be required to work later during busy times and less during slow times

Weekly Hours 30-40 hours per week

Compensation:

- Training - \$13.25/hour - 4 weeks, Regular rate \$14.25/hour
- 52 hours Paid-Time-Off

After 1 Year

- \$15.00/hour
- Optional participation in retirement plan – PCC matches up to 3%
- Option to participate in Company plans for life & disability insurance
- Company Profit Sharing Plan