Franchise Counter Clerk

Job Description:

A **Franchise** **Counter Clerk** completes customer orders, processes payments, and ensures customer satisfaction. They also assist customers by answering inquiries, offering discounts, and recommending products and services.

Job Responsibilities:

* Provide support to the store manager.
* Maintain the store premises clean, neat and in hygienic condition.
* Uphold health and safety regulations.
* Provide customer satisfaction
* Maintain cleanliness and operation of slicing machines and other appliances
* Maintain safety policies at all times
* Maintain a fast speed of service, especially during rush times
* Take orders from customers and input their selections into the restaurant’s computer systems
* Assemble orders on trays or in bags depending on the type of order.
* Process large orders for events
* Follow policies and procedures of franchise company

 Job Qualifications:

* High School diploma or GED required.
* Experience as a franchise counter clerk

Opportunities as a franchise counter clerk are available for applicants without experience in which more than one franchise counter clerk is needed in an area such that an experienced franchise counter clerk will be present to mentor.

Job Skills Required:

* Knowledge of deli equipment usage and safety.
* Knowledge of health department regulations
* Ability to multitask
* Excellent customer service skills
* Good communication skills
* Team Player
* Willingness to learn