



<b>Title:</b> Sales Associates	<b>Reports to:</b> Program Manager
<b>Program:</b> Farm Express Mobile Markets	<b>Status:</b> Hourly; Full-time and Part-time Positions Available

## WHO WE ARE

Activate Food Arizona is a 501(c)3 non-profit organization that develops and deploys innovative solutions to food system challenges to help communities improve their access to healthy, affordable food. The organization owns and operates Farm Express, a fleet of mobile produce markets that provides access to high-quality, affordable produce to residents with little to no access to healthy food. For more information, visit our website at [www.farmexpress.org](http://www.farmexpress.org).

## ABOUT THE POSITION

The Sales Associate's primary responsibility is to assist the Program Manager and other members of the Farm Express team in performing the duties necessary to sustain a level of excellent service to Farm Express customers.

Work Schedule: Full-time: 30-40 hours per week; Part-time: 20-30 hours per week. Hours are contingent upon Farm Express service schedule and may vary depending on weekly schedule and operational needs. With advanced notice, some evening and weekend hours may be required. Compensation: \$15.00 per hour

### Minimum Qualifications:

- Timeliness
- Ability to work effectively in collaboration with diverse groups of people
- A valid driver's license (commercial license not required)
- Ability to follow the safety protocols set in place during COVID-19 pandemic
- Excellent communication skills, a working cell phone, and a computer with internet access
- Capable of using technology including Slack, iPad applications, GPS navigation systems, and others
- Ability to manage cash and equipment in an ethical, legal manner
- Excellent organizational skills and ability to manage multiple tasks at once
- Agile problem-solving skills and desire to work in various environments
- Physical strength required to lift large boxes of produce
- Bi-lingual (English and Spanish) strongly preferred, but not required

### Key Responsibilities:

- Assist in product ordering, receiving, and inventory inspection to ensure produce quality and quantity meet the organization's standard of excellence and are aligned with orders placed
- Organize orders received by each bus; stock and remove produce on buses daily
- Assist customers with shopping and produce handling
- Ring up customer transactions using Point-of-Sale checkout system
- Communicate with Program Manager regarding inventory and other service needs
- Maintain clean and orderly work environments at all times
- Perform all operational tasks as identified to ensure successful operation of the Farm Express service
- Strictly adhere to safety protocols and wear protective clothing/masks/gloves during work hours

**Safety is our number one priority. The ideal candidate must have a clear motor vehicle record for the past three years and will be subject to routine driver training and drug testing in order to ensure a safe work environment at all times.**

Please send a resume and brief cover letter to Casey Hopkins, Program Manager at [casey@activatefoodaz.org](mailto:casey@activatefoodaz.org).