

Kroger Retail Clerk Job Description

- Ensures proper packing and offloading of inbound shipment to avoid damage
- Assists in cleaning and sweeping the grocery area to ensure that the shopping environment is neat and tidy
- Helps customers locate the products that they need on different shelves
- Helps customers in making buying decisions and provides them with information about the various products
- Ensures the neat and attractive display of products on the shelves
- Performs promotion functions by informing customers about newly introduced products and products on special promotion
- Stocks the shelves with new products, removes or replaces damaged or expired products, and replaces bought products
- Reports any instance of product return to the store or product damage to the store manager on duty
- Labels products and then boxes and changes the labels when there are changes in the product prices or during promotion
- Performs inventory control and informs the procurement manager of low inventory when due
- Assists other grocery workers in ensuring a good shopping experience for all shoppers.