



Employer: Weis Markets, Inc.

Industry: Retail- Grocery Store

Title: Store Management Intern

City/State: TBD – Based on selected candidates location. Available at various Weis Markets locations, visit <https://www.weismarkets.com/about-weis/contact-us/find-a-store/> to find your preferred location.

Duration: 10 weeks

Hours per week: Full-time (40 hours per. week). 6/2/19- 8/10/19

Wage: \$15/hr

Description/Qualifications:

Weis Markets, Inc. is seeking sophomore, junior or senior level candidates for a summer internship to take place within our store locations. May 2019 graduates will also be considered. This internship is designed to provide students with knowledge of total store operations including, departmental oversight, financials and human capital management. The intern will be supervised by the assigned Regional HR Manager and will be expected to gain exposure and contribute to the following areas:

- Managing and executing total store operations in partnership with the store management team.
- Provide leadership and guidance to department managers and associates throughout the store to optimize customer service, sales and profits.
- Assist in developing talent, performance management, inventory control processes, merchandising, asset protection and compliance programs. They also manage food safety, fresh processes and overall compliance of fresh departments (Bakery, Deli, Meat, Seafood, and Produce).
- Ensures associate behavior is consistent with the Company's mission, vision and values.

Duties and Responsibilities:

1. **Workforce Planning & Staffing:** Partner with store management team on workforce planning and ensuring all departments are appropriately staffed with qualified/trained associates.
2. **Talent Management/Talent Development:** Ensure that all associates are properly trained and have the knowledge and skills necessary to perform their jobs.
3. **Associate Engagement:** Build associate engagement, commitment and teamwork by employing effective management practices.
4. **Customer Service:** Be a role model for demonstrating Weis' customer service standards and behaviors; teach, train, and coach associates on demonstrating the Weis customer service behaviors.
5. **Company Initiatives, Processes & Programs:** Assist store management team in managing the implementation, execution and sustainability of new programs, processes, policies, and systems.
6. **Sales Building:** Analyze sales & profit reports and identify opportunities for improvement.

7. **Inventory Control/Shrink Management:** Manage inventory control processes and computer-generated ordering (CGO) to maintain appropriate in-stock levels; anticipate and react to changes in the business that affect in-stock levels; utilize shrink programs/tools to minimize controllable shrink.
8. **Compliance and Safety:** Ensure compliance with all local, state, and federal government regulations and laws for health and sanitation, OSHA, weights and measures, and product coding. Ensure compliance with employment, wage and hour laws/administration. Ensure associates perform their jobs in a safe manner and operate equipment safely.
9. **Store Standards & Conditions:** Maintain store standards and conditions to optimize the customer experience and minimize safety issues/potential disruptions to the business.

Learning Objectives:

By the successful conclusion of the internship, the student will be able to:

- Identify manager responsibilities and tasks, along with daily operational tasks on the floor.
- Practice various management skills and techniques.
- Build associate engagement and teamwork.

Desired Skills:

Effective written and verbal communication, attention to detail, strong work ethic, critical-thinking and problem-solving skills.

Reliable transportation as a moderate amount of reimbursed travel will be required during the duration of the internship.

How to apply:

Email resume and cover letter to Aimee Harrison aharrison@weismarkets.com.