



\$3,000 signing bonus

For all new Full-Time CDL and Non-CDL Drivers & Night Shift Warehouse Workers!

- **\$18/hr.** Start rate for Day & Night Shift Warehouse positions
- **\$5.00** differential for Night Shift positions

\$2,000 signing bonus

For all other Full-Time positions!

See a cashier for an application or apply online at:
www.vipfoodservice.com

We're Hiring!

JOIN OUR TEAM TODAY

VIP FOODSERVICE DIVISION — KAHULUI

WAREHOUSE WORKERS—NIGHT SHIFT

Must be able bodied as the job is physically demanding. Work requires frequent lifting and carrying up to 50 pounds. Occasional lifting and carrying up to 80 pounds. Must be 18 years of age to operate warehouse equipment. Forklift certification preferred. We do post offer drug testing and physical capabilities testing.

Night Shift—5 nights/week Sunday to Thursday. Shift starts at 7:00 PM. *Shift schedules are subject to change depending on freight/shipping schedules and staffing needs. **Starting pay at \$18.00 an hour plus \$5.00 night differential and picking incentives!***

CDL & NON-CDL DELIVERY DRIVERS

Reliable, mature, strong customer service skills. Delivery experience and knowledge of Maui roads a must. Job requires frequent lifting and carrying up to 50 lbs. Occasional lifting and carrying up to 80 lbs. Stable work history, valid Hawaii CDL A , B, or Type 3 driver's license with clean driving record, current DOT FMCSA medical certification. TWIC and forklift certification a plus.

Work Schedule—5 days/week, Monday to Friday.

FREIGHT CHECKER

Lead member of container unloading operations. Inspects and verifies incoming freight against invoices; prepares reports on damages and shortages. Prior container unloading, receiving, and warehouse experience required. Forklift certification is a plus. Job requires heavy lifting up to 50 lbs. Computer skills (Microsoft Windows) preferred.

CONTAINER UNLOADER

Receiving and unloading shipping containers. Must be able bodied as the job is physically demanding. Work requires frequent lifting and carrying up to 50 pounds. Occasional lifting and carrying up to 80 pounds. Must be 18 years of age to operate warehouse equipment. Forklift certification preferred. We do post offer drug testing and physical capabilities testing.

Work Schedule—5 days/week, Monday to Friday. Occasional Saturday work. Shift starts at 7:30 AM. *Shift schedules are subject to change depending on freight/shipping schedules and staffing needs. **Starting pay at \$18.00 an hour***

DAY WAREHOUSE UTILITY WORKER

Team player with excellent communication and collaboration skills. 3-4 years warehouse and receiving experience desired. Must understand Power Enterprise (retalix) software and be proficient with BFC Dakota Warehouse Management Software, Word and Excel. Knowledge of HACCP, SOP and GMP regulations, policies and procedures. Required to work at heights up to 25 feet. Occasional lifting, carrying, pushing and pulling up to 100 pounds.

Work Schedule—5 days/week, Monday to Friday. *Shift schedules are subject to change depending on freight/shipping schedules and staffing needs.*

ASSISTANT CONTROLLER

Primarily responsible for all credit management functions including but not limited to: proper due diligence for review & process of all credit applications, resale certificates (G-17), review and follow up on all delinquent accounts and returned checks. Review supporting documentation and sign and approve the related check or electronic payment. Assist Controller with other accounting functions including but not limited to: coordination and management of scheduled and interim inventory counts for wholesale and retail divisions. Prepare and file annual forms 1099, 1096 and N-196. Prepares other financial and cost analysis reports as needed. Assists with annual financial audit and coverage for payroll processing and other accounting functions. **Works Hours:** Monday through Friday, 7:30 am—4:30 pm

SALES SPECIALIST

Trainee position leading to outside sales position. Train in all areas of sales. Assigned to order desk; provide temporary route coverage for DSRs on vacation or sick leave. First hand experience in food service operations is a plus. Must have excellent communication and computer skills; clean driving record and reliable, insured personal vehicle required.

****Positions in RED will receive \$3,000 signing bonus upon meeting eligibility requirements.**

More on next page



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VIP FOODSERVICE DIVISION — KAHULUI (CONTINUED)

PAYROLL CLERK

Reliable individual who performs functions which include, but are not limited to reviewing timesheets, absences, and time away from work requests. Must be able to adhere to strict confidentiality, able to communicate well with all levels of employees, a team player with excellent organizational and time management skills. Processing payroll and running various reports through HR/Payroll system—Dayforce. Maintains records on garnishments, child support, and tax levy's. Reviews daily punch detail for discrepancies and follows up with departments for any necessary corrections. Working Conditions: Under limited supervision, works independently and with co-workers in an office setting. Minimum Qualifications: 2 years payroll experience. College Graduate (preferred). Must be able to use 10-key adding machine and typewriter with accuracy and speed. High degree of accuracy and attention to detail required to perform required job functions. Must be a proficient communicator and must have general math skills of addition, subtraction, multiplication, and division. Required: Microsoft Office, Excel, Word, HRIS/Payroll Program. Experience with Ceridian Dayforce and maintenance of timeclocks is a plus.

Works Hours: Monday through Friday, 7:30 am—4:30 pm

CLAIMS TRANSPORTATION CLERK

Coordinates all shipments through freight consolidators. Processes and collects claims for all overages, shorts, and/or damages. Orders and dispenses internal office supplies and provides end-of-month recaps for outstanding freight claims and supplies dispensed. Must be able to work independently in office setting under minimal supervision. Must be able to communicate professionally and effectively. Occasional standing, walking, lifting, and carrying up to 20 pounds. Qualifications: Must have High School diploma or GED equivalent. Two year Business Technology degree preferred. Proficient with Microsoft Applications (Outlook, Word, and Excel). Must be able to demonstrate data entry proficiency and 10-key calculator by touch. Two years related work experience preferred.

Work Schedule—Monday through Friday, 7:30 a.m. to 4:30 p.m. Position is non-exempt.

HUMAN RESOURCES ASSISTANT

F/T. Under general supervision, performs administrative functions for the human resources department following established procedures in benefits administration, records maintenance, recruitment, applicant screening and employment processing.

Minimum Qualifications: Two-year Associates Degree with emphasis on business-related courses. Two years' clerical experience. Computer proficiency required (Microsoft Office including Word, Excel and Publisher). Prefer candidate with HRIS experience and expertise. 10-key by touch. Valid Hawaii driver's license and clean traffic abstract.

PART-TIME ACCOUNTS PAYABLE CLERK

Review, classify, and record invoices into accounting system. Prepare checks and file invoices. Prepare worksheets of Salesman's purchases. Minimum requirements: 2 years A/P experience and working with accounting software. Computer skills (posting invoices) and proficiency with Microsoft Office 365 (Excel, Word, and Outlook). Work Schedule (Flexible) - Monday through Friday, 8:00 AM—12:00 PM.

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ISLAND GROCERY DEPOT — KAHULUI

CASHIER

Full-Time. Two years' cashier experience in large retail grocery operations, excellent customer service and communication skills. Frequent lifting and carrying up to 20 lbs. and occasional lifting and carrying 21-40 lbs. Flexible Sunday to Saturday work schedule.

PRODUCE CLERK

Stocking and Rotating merchandise in the produce department, including trimming, watering, and merchandising of products to ensure fresh, high quality products. Answers questions from customers about produce and recommends additional items to customers.

COOK

Full-time. Experienced cook for retail deli operations. Must have knowledge of food safety and sanitation requirements. Formal culinary training and ServSafe certification is a plus.

ISLAND GROCERY DEPOT — LAHAINA

****ALL LAHAINA EMPLOYEES TO RECEIVE A \$2.00 PAY DIFFERENTIAL****

CATEGORY CLERK, PRODUCE

Full-time. Responsible for overseeing products in the produce department to ensure fresh, high quality products. Job requires ability to use and operate hand truck, pallet jack, forklift, cash register, computer, calculator, and telephone. Frequent carrying up to 25 pounds, occasional lifting and carrying up to 50 pounds.

Minimum Qualifications: Category knowledge and expertise required. Basic computer skills, preferably Microsoft Office including Word and Excel. High School degree or GED required. Flexible Sunday to Saturday work schedule.

RECEIVING CLERK

Responsible for receiving all deliveries and verifying actual product against invoices and packing slips. Inspects products for quality, integrity, and temperatures needed. Responsible for proper storage or delivery of items to appropriate departments. Assists in other departments as needed. Minimum Qualifications: Must be 18 years of age to operate warehouse equipment. Job requires frequent carrying up to 50 pounds. Occasional lifting and carrying up to 100 pounds. Retail product knowledge and expertise is preferred. Basic computer skills, preferably Microsoft Office including Word and Excel. High School degree or GED required.

Receiving Hours: Monday—Saturday, 7:00 a.m. to 2:00 p.m. Flexible Sunday to Saturday work schedule. Shift schedules are subject to change depending on staffing needs.

COURTESY CLERK

Full-Time and Part-Time positions available. Door monitor, retrieves and cleans shopping carts and baskets, reminds all customers to wear masks, stocking and merchandising, and assists in other departments as needed. Flexible Sunday to Saturday work schedule.

STOCK CLERK

Stocks shelves, helps with will calls, assists customers with heavy bulk items, collects shopping carts from parking areas. Frequent lifting and carrying up to 40 lbs., occasional lifting and carrying up to 50 lbs. Flexible Sunday to Saturday work schedule.

PRODUCE CLERK

Stocking and Rotating merchandise in the produce department, including trimming, watering, and merchandising of products to ensure fresh, high quality products. Answers questions from customers about produce and recommends additional items to customers.

Island Grocery Depot stores are open 7 days a week. Candidates must be available for flexible shifts.