



## **THE YERBA MATE CO.**

### **JOB DESCRIPTION - HACEDOR**

**JOB TITLE:** Hacedor

**CITY:** Boston, MA; Berkeley, CA; Austin, TX; Miami, FL; Jacksonville, FL

**CLASSIFICATION:** Exempt

**SUMMARY:** What is a Hacedor? Hacedores deliver refreshing and enlightening Guayaki brand Yerba Mate (“Yerba Mate”) or any other products The Yerba Mate Co. designates while perfecting the art of servicing and retaining customers and increasing the presence of The Yerba Mate Co. in your assigned region. Our aspiration is to deliver this amazing product by way of a fossil fuel free fleet of trucks and trikes. We are looking for people who love to work hard, connect with the community, and are passionate about something...anything.

#### **DUTIES AND RESPONSIBILITIES:**

The following reflects The Yerba Mate Co.’s view of essential functions for this uniquely cool job but does not restrict other tasks that may be assigned, all of which are immensely fulfilling. The Yerba Mate Co. may assign or reassign duties and responsibilities to this job if it makes sense to do so.

- Plans daily distribution route covering existing and new customers
- Distributes Yerba Mate to store locations in your assigned region, collects payment from customers, and ensures that all required customer paperwork is complete, accurate, and submitted on time.
- Builds full shelves at eye level in coolers at retail stores, and makes recommendations to retailers regarding product displays, promotional programs, and advertising.
- Responds to all inquiries and requests in a timely and professional manner and consults with customers after sales or contract signings to resolve issues.
- Assists in order fulfillment, including delivery, order placement, pallet stacking, labeling (PO numbers, identifying proper invoices, etc.), and loading/unloading delivery vehicle(s) to ensure safe arrival of products at final destinations.
- Tracks warehouse inventory, receives shipments, and stores product in proper location per the requirements of Organic Certification.
- Organizes and maintains warehoused product to the requirements established by the Hacedor managing each respective warehouse; including but not limited to, warehouse cleaning duties, recycling of cardboard, power washing and any other tasks to maintain an orderly warehouse.
- Performs other duties as assigned by other Hacedores.

#### **QUALIFICATIONS:**

- Proficient in basic math.



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### **PHYSICAL REQUIREMENTS:**

While performing the duties of this job, the employee is frequently required to do the following:

- Lift and/or move heavy weight – the core function of the job is to load and unload cases of beverages all day, every day.
- Driving a company vehicle throughout the day and night. Must be insurable by the company's automobile insurance carrier.
- Stand and walk for long periods of time.

### **WORK ENVIRONMENT:**

- Works at various locations including the warehouse and in any accounts that carry Yerba Mate

### **LANGUAGE SKILLS:**

English and any one of the following would be really cool: Hindi, Urdu, Arabic

### **HOW TO APPLY:**

Please submit your resume and a two-minute video on why you want to join The Yerba Mate Co. to [hacedor@theyerbamateco.com](mailto:hacedor@theyerbamateco.com)