

Wakefern Food Corporation

We have the following internship opportunity in Wholesale for the summer of 2011.

Wholesale Summer Intern (Edison, NJ)

Wholesale Division

Helping Small Business Succeed in a Big Business World ...

For over 60 years, Wakefern has delivered uncompromising wholesale services to independent retailers in the Northeast. Today, Wakefern serves its domestic and international wholesale customers with a broad product offering, private label brand development expertise, a first-class warehousing and distribution network, exceptional procurement power and a comprehensive knowledge of the retail environment.

As part of the Wholesale Division, the Wholesale Summer Intern will assist Wakefern staff with various tasks related to both international and domestic business. This internship requires exceptional customer service skills and will involve heavy interaction with customers as well as internal divisions such as Procurement, Transportation, Operations and Logistics. The Wholesale Summer Intern will be exposed to the entire procurement cycle from beginning to end and will be prominent in facilitating customer orders and following through on them.

As Wakefern's wholesale business continues to grow, the Wholesale Summer Intern will be instrumental in assisting with the increased volume incurred with the addition of new customers such as Gristede's.

Responsibilities are inclusive of but not limited to:

- Heavy interaction with customers via phone and email
- Facilitation of customer orders
- Follow through from beginning to end of the procurement cycle
- Interaction with various internal company divisions
- Performing cost analysis's
- Assisting with paperwork as needed with International and Domestic customers
- Miscellaneous troubleshooting tasks

To be considered a candidate must meet the minimum qualifications of the position:

- Must be at least 18 years old
- Must have completed 24 college credits with a 2.9 cumulative GPA or better
- Must be currently enrolled in undergraduate or graduate school for fall of 2011
- Successful completion of a substance abuse test and background check required
- Strong MS Office skills (Excel, Word and PowerPoint required. Knowledge of Lotus Notes and Access a plus.)
- Valid driver's license and flexibility with regard to travel required
- Strong interpersonal, analytical and customer service skills with the ability to multitask and manage time effectively
- Excellent communication skills (written, oral and presentation)
- Ability to exhibit proper business etiquette when dealing with all levels of the organization
- Previous work experience in a retail environment is beneficial
- Ability to create and analyze sheets for data/ cost analysis

RESUMES MUST BE RECEIVED NO LATER THAN MARCH 25, 2011

Please submit your resume through www.shoprite.com or www.wakefern.com for consideration.
Additional inquiries can be sent to InternshipRecruiter@wakefern.com

EQUAL OPPORTUNITY EMPLOYER COMMITTED TO A DIVERSE WORKFORCE, WHICH REFLECTS THE COMMUNITIES WE SERVE.

