Job Description: Tasting Room Associate

DUTIES AND RESPONSIBILITIES:
The following reflects management’s definition of essential functions for this job but does not restrict the
tasks that may be assigned. Management may assign or reassign duties and responsibilities to this job at
any time due to reasonable accommodation or other reasons.

Greet all visitors to the winery and pour wines for tasting.
Create a memorable experience for the guests
Describe wines and winery history; answer visitors’ questions about wines.
Provide general tourist information.
Handle routine sales transactions which include operating cash register and accounting of daily sales.
Assist with display and stocking of retail items and wines
Assist in maintaining cleanliness of facilities.
Assist with hospitality special events as needed.
Represent winery at outside functions as needed.
Acquire and maintain thorough knowledge of winery and its wines.
Rake and maintain bocce courts, horseshoe pits and all other outdoor games and space.
Some winery specific work-labeling, capping and bottling (optional and additional hours)
Preparing food items from our appetizer menu
Perform other duties as assigned by manager.

QUALIFICATIONS:
Wine related experience helpful.
Knowledge of wines and wine production.
Commitment to excellence and high standards.
Proficient on the computer (familiar with POS systems, Microsoft Office)
Excellent oral communication skills.
Excellent presentation skills.
Strong organizational, problem-solving, and analytical skills.
Ability to manage priorities and workflow.
Professional appearance and demeanor
Versatility, flexibility, and a willingness to work within constantly changing priorities with enthusiasm.
Excellent customer service skills.
Demonstrated ability to calculate figures and amounts such as discounts, interest, commissions, and percentages.
Ability to understand and follow written and verbal instructions.

PHYSICAL/MENTAL REQUIREMENTS:
Must be at least 21 years of age
Must be able to bend, squat, climb, push, stoop and crouch repeatedly
Must be able to stand and walk for extended periods as required by job duties
Must be able to lift up to 40 lbs on a regular basis
Coordinate multiple tasks simultaneously