



# Part-Time Taproom Associate

Classification: Non-Exempt  
Supervisor: Taproom Manager

Last revised: 06/11/2018

## Job Overview

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### 2 Towns Vision:

We aspire to create craft cider that is accessible to the people, utilizing the most advanced cider making standards, and quality Northwest ingredients, without being afraid to do things a little differently. Much like our product, 2 Towns as a company is fun, unique, and filled with energy. Our crew makes what we do possible, and we are committed to fostering an environment of fairness, empowerment, and security.

### Job Summary:

Taproom Associates are responsible for providing top-notch customer service to patrons of the Taproom at 2 Towns Ciderhouse. Duties include greeting customers, offering samples, cleaning the public space, restocking bar and restroom supplies, and handling cash. This 20 hours/week part-time position will be expected to work Fridays, Saturdays, and occasional Sundays.

## Essential Duties & Responsibilities

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- Speak enthusiastically and knowledgeably about all 2 Towns Ciderhouse ciders.
- Pour cider taster trays, pints, glasses, and growlers.
- Verify that all those who enter the Taproom are 21 or over.
- Handle cash and card transactions, as well as operate register system.
- Stock Taproom cooler, apparel, and other supplies as needed. Alert Taproom manager to needs and issues as they arise in the Taproom.
- Work with other Taproom staff to provide best service possible to customers.
- Prepare and handle food.
- Maintain stringent cleaning standards.
- Keep a clean and organized working environment.
- Assist with administrative and janitorial tasks as needed.
- Attend required monthly All Staff Meetings.

- Adhere to all policies outlined in the Employee Handbook, as well as all company safety policies and procedures.
- Other tasks assigned by supervisor.

## **Desired Skills and Abilities**

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- Excitement for craft beverages, with a thirst for knowledge about the hard cider and craft beverage industry
- Motivation to make a difference in an entrepreneurial environment
- Ability to retain confidential company knowledge
- Ability to work with honesty and integrity
- Friendly professional attitude and social skills
- Strong team player qualities
- Ability to work independently
- Excellent time management skills
- Extremely flexible in both schedule and duties
- Passionate about craft beverage industry (Cider, Beer, Wine, Mead)
- Able to work evenings and weekends
- Proficiency with Microsoft Office suite of products
- Forklift experience (nice to have, not required)

## **Required Minimum Qualifications**

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- Must be able to lift 55lbs using one's own strength, as well as laterally move 175 pounds using assistive devices such as a hand truck or pallet jack
- Must be at least 21 years of age
- Must possess a current alcohol server's permit and food handler's card
- 1 year alcohol service experience
- High school diploma or equivalent
- Friendly and approachable
- Punctual
- Reliable
- Ability to work in a fast paced environment
- Ability to adapt to a constantly changing environment, and make the best of each unique situation, in a rapidly growing startup company
- Great organizational skills
- Excellent attention to detail
- Ability to prioritize tasks and multi-task
- Demonstrated previous experience serving customers
- Positive attitude and cheerful disposition
- Ability to work both independently as well as a team player

## Physical Demands

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The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel and talk or hear. The employee is frequently required to reach with hands and arms and taste or smell. The employee is occasionally required to sit and stoop, kneel, crouch, or crawl.

The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds, and occasionally lift and/or laterally move up to 175 pounds with an assistive device.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and ability to adjust focus.

## Work Environment

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The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The noise level in the work environment is moderate to loud most of the time.

## Compensation and Benefits

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2 Towns Ciderhouse offers competitive wages that will be determined by experience. Part-time employees enjoy a 70% discount on 2 Towns products and quarterly merchandise credit. They are also provided with company matched 401k, profit sharing opportunities, paid sick leave, and paid time off. Benefit eligibility is dependent on job classification and hours worked. Complete details are outlined in the 2 Towns Ciderhouse Employee Handbook.

## To Apply

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Please submit the following information to [jobs@2townsciderhouse.com](mailto:jobs@2townsciderhouse.com) by midnight on Sunday, June 17<sup>th</sup>:

1. Your resume
2. A cover letter that describes any previous alcohol serving experience

Resumes submitted without cover letters will not be considered. Please, no phone calls about this position. 2 Towns Ciderhouse is an equal opportunity employer.