



## Winery at Black Star Farms: Warehouse Assistant

**PURPOSE:** Perform duties including labeling, packaging, and warehousing of bottled or finished products.

**PAY RATE:** Based on experience

**CLASS:** Hourly, full-time permanent

**HOURS:** 32-40 hours/week

**RESPONSIBILITY:** Assist warehouse manager

**REPORTING TO:** Production Winemaker/Warehouse Manager

### REQUIREMENTS

- Must be at least 21 years of age
- Proficiency in English
- Good communication, reading, writing, and basic arithmetic skills
- Must be reliable, self-motivated, willing to learn and improve, have a positive attitude and possess a good work ethic
- Ability to move and/or lift 40lbs safely
- Able to stand/walk for extended periods of time.

### EXPECTATIONS

- Able to follow work orders and ask for help and/or clarification when needed
- Help maintain a clean and organized work environment
- Willing to make cleaning of the warehouse and all related areas a priority
- Proficient driving a forklift, or willing to become proficient
- Willing and able to work alone, or part of a team
- Flexibility in day-to-day activities as needed.

*\* Please note, this job description is not designed to cover or contain a comprehensive listing of activities, duties, or responsibilities that are required for this job. Activities/duties/responsibilities may change at any time with or without notice.*

