



Barback

Job title	<i>Barback</i>
Reports to	<i>Associate Operations Manager</i>

Job Purpose

- Support the Mixologist and Management in the efficient and effective operation of front of house duties.
- The day to day safe operation of the distillery, its equipment and systems.
- The general operational maintenance, cleaning and servicing of distillery equipment.

General Responsibilities

- Support the Associate Operations Officer in the day to day operations of the spirit house.
- Timely and efficient execution of all work instructions, as reasonably requested.
- Adherence to all stated OSHA, TTB, and MLCC laws, procedures and practices.
- General cleaning and wash down duties as required.
- General lifting, climbing and other physical activities as appropriate to a distillery/bar operation.
- Conduct your work safely, efficiently and diligently at all times.
- Preserve and protect the business values of the company, and support the business mission as required.
- Respond to your managers and directors requests promptly with absolute transparency, accuracy and quality of advice and information.

Role Responsibilities

- Replenishing stock of liquor at bar on an as needed basis.
- Pick up empty glasses and bottles from the tables and outside the bar.
- Wipe down tables and bar tops.
- Re-stock garnishes, mixes, and other ingredients.
- Always ensure there is enough clean glassware.
- Re-stock ice when needed.
- Maintain clean supplies in each bartender's station.
- Observe, report and document incidents, accidents, and suspicious behavior.
- Assist and support the daily operation of the spirit house.
- Bottling and packaging tasks as required.
- General cleaning and maintenance as required.
- Product QA processes as requested.
- Building open/close and general security concerns.
- Receive, store, and organize shipments.
- Other activities as directed from time to time including back of house operations.

Qualifications

Essential Qualifications

- Willingness to learn, ability to adapt, and critically think in a multitude of environments and situations.
- Current and ongoing car driver's license.
- Negative results on criminal background check.
- Must be of legal drinking age.

Preferred Qualifications

- Previous work in customer service, food and beverage, science, industrial/mechanical, agriculture, or business based industry
- Certification in TIPS in Michigan.
- Knowledge of sanitary working practices.

Personal Qualifications

- A passion for artisan products
- Good communicator, articulate and friendly
- Ability to work in a multi-skilled dynamic environment
- Ability to work un-supervised
- Self-starter, above average drive
- Safety conscious at all times towards self and others
- High level of personal hygiene, exceptionally well presented
- Good written and verbal skills

Working Conditions

This job requires a variety of work hours that may include weekends, holidays, early and late hours, and in some cases overtime.

While performing the duties of this job, the employee is regularly exposed to a damp, wet environment with hot liquids, airborne particles, chemicals, and moving machinery. The noise level in the work environment can be very loud.

Physical Requirements

- Frequently stand for the duration of the shift, walk, bend over, twist, kneel, climb, stoop and crouch. This position requires the ability to routinely and repeatedly lift up to 55 pounds and maneuver up to approximately 35 pounds repeatedly.
- Use of hands to perform fine manipulation, handle or feel, and ability to reach with hands and arms.
- Identify product deficiencies (color, smell, taste). This requires having close, distance, color and peripheral vision as well as depth perception and the ability to adjust focus. Also required is ability to discern obvious odors.
- This position requires proper handling of hazardous materials and operation of complex moving machinery.

Approved by:	<i>Geri Lefebre</i>
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