Mammoth Beers dba Mammoth Brewing Company

Profile: Since 2007, MAMMOTH BREWING COMPANY [MBC] has more than tripled in size. Retail operations with our production brewery occupy the dominate corner in town at Main & Minaret which includes a Tasting Room & Beer Garden. MBC is active in the California Craft Brewers Association and our local community and wishes to expand the potential of this building to be the "face" of the company to locals & visitors alike. Visit us on Facebook & apply on-line at mammothbrewingco.com

Position Title:	**DELIVERY & WAREHOUSE CREW**	**Date:**	February 2017

POSITION DESCRIPTION

1 | POSITION PURPOSE & SERVICE AREA: *The Delivery & Warehouse Crew [DWC] are responsible for excellent customer care in delivering fresh beer on time, rotating & merchandizing customer stock and reporting customer issues to sales reps and the Distribution Manager. The DWC are involve in ALL daily warehouse and delivery functions, including long haul and local deliveries.*

2 | MAJOR DUTIES AND RESPONSIBILITIES: The Delivery & Warehouse Crew members are responsible for:

- Support inventory control activities and follow all SOP's for all supplies including packaging, raw goods, warehouse, brewery and retail materials and equipment required for the production & retail teams.
- Support best practices for all finished product for inventory loss control, freshness standards and efficient deliveries.
- Perform required vehicle tasks including inspections, preventative maintenance, preparing driving logs & scheduling of all company vehicles and warehouse equipment (forklifts, pallet jacks, etc.). Prepare accurate daily driving and safety logs. Maintain clean vehicle standards. Promptly submit accident/near-miss reports and exercise good driving practices.
- Accurately prepare and deliver all orders to both retail accounts and outside distributors.
- Adhere to all warehouse and delivery safety, maintenance and cleanliness standards. Accurately & promptly report all incidents verbally and in writing to the Distribution Manager and Office Administrator.
- Provide friendly, helpful, responsive, accurate customer service

3 | ORGANIZATIONAL RELATIONSHIPS:

The DELIVERY & WAREHOUSE CREW reports directly to the Distribution Manager, works with Sales Reps on customer service and works with the Beer Traffic Controller on inventory management.

Job Location:	66 South Industrial Circle Unit A5 Mammoth Lakes	**Number of Positions:**	1
Employment Status:	Employee	**Employment Type:**	Hourly
Hourly Rate Range:	$15-$17, dependent on Class B acquisition	**Other:**	PTO, Medical, Dental & Beer Bux Benefits Available

SKILLS

- Class B license minimum *REQUIRED within 60 days of employment*
- Must be able to safely lift a 160lb keg
- Must have a clean driving record and be at least 25 years of age for insurability
- Forklift skills a plus
- Computer & math skills a plus
- Excellent organization & communication
- Cleanliness & dress codes required

Degree/Education:	High School Diploma	**Experience:**	Delivery & warehousing a plus