

MARTIN FAMILY

WINERIES & DISTILLERIES



Job Description

Job: Assistant Winemaker (non-exempt)

Supervisor Title: Winemaker

Purpose of the Job

The Assistant Winemaker assists the Winemaker with all duties involved in wine production

Essential Job Functions

Duties: Assists the winemaker in all aspects of the wine production including but not limited to:

- Fruit/juice reception and processing
- Laboratory analysis
- Wine and juice movement
- Fermentation management
- Making additions to wine and juice
- Filtration
- Centrifugation
- Packaging
- Supervision and training of winery staff
- Development of and adherence to standard operating procedures
- Development of and adherence to safety protocols
- Sensory evaluation of wines in progress and bench trials
- Maintenance, cleaning, and sanitation of winery equipment
- Maintenance, cleaning, and sanitation of production facility
- Tracking and reporting inventory of winemaking materials
- Transport of equipment, product, and vessels with forklift
- Public relations, when necessary
- Creative thought on wine production and efficiency
- Integral role in the development of production

Knowledge and Skills Required

- Associates degree (A.A./A.S) or equivalent from two year college or technical school; and one to two years of related experience and/or training; or equivalent combination of education experience.

Certificates and licenses:

- Valid Driver's License
- Forklift certification

Physical Demands:

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; reach with hands and arms and taste or smell. The employee is frequently required to climb or balance; stoop, kneel, crouch or crawl and talk and hear. The employee is occasionally required to sit. The employee must occasionally lift and/or move up to 50 pounds.

Work Environment:

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.

While performing the duties of this job, the employee is regularly exposed to work near moving mechanical parts. The employee is frequently exposed to wet or humid conditions (non-weather); work in high, precarious places and risk of electric shock. The employee is occasionally exposed to fumes or airborne particles; toxic or caustic chemicals; outdoor weather conditions and vibration.

The noise level in the work environment is usually loud.

Work Schedule:

This position requires you to be available days, nights, and flexible during harvest period (extended hours when needed)

I understand and agree to the duties and expectations of my role as outlined in this job description. This job description is not all inclusive. Employee may perform other related duties as requested to meet the ongoing needs of the organization.

Employee Name

Employee Signature

Date _____

