



Craft Beer Nation is a family owned business. We work to create a place where people can roll in, feel welcome, feel comfortable and be amongst beer people. People who know, love and appreciate everything that is craft beer.

As an employer, we think it's pretty great you choose to spend your time with us and we take that responsibility seriously. We want Craft Beer Nation to be a place where you can do your job, be able to make decisions that are right for the customer and have fun doing something you love. Basically we want you to

get your job done and we don't want to get in the way of you doing that. You're an adult, a professional and you love beer. If that all sounds right, then we hired the right person.

The job:	Beer Associate
Who can tell you what to do:	Craig Erichsen, Beer Manager Josh Forbes, Owner/Beer Guy
Salary:	Determined based on industry experience and education
Hours of Work:	Part time, including evenings and weekends

Why this job exists:

The Beer Associate makes people feel welcome, shares beer knowledge, keeps the shelves stocked, processes purchases, fills growlers and is an overall helpful and fun human being.

If you've got time to lean, you've got time to clean! Just kidding, it's not 1980's McDonalds but we do expect you to make yourself useful and help out the Beer Manager wherever he sees fit. Keep the kegs flowing, the beer cold, the music bumping, check to see if there is toilet paper in the bathroom and don't catch a nap under the desk. In short, make your mom proud and don't be lazy.

What you do here:

Store operations.

- Operate Point of Sale system (including cash registers).
- Handle day to day monetary transactions including all opening and closing procedures (pending shift requirements) and deposits.
- Replenish stock and maintain product quality and rotation.
- Ensures the store's cleanliness.
- Assist with special events as required.

Customer service.

- Serve customers by answering questions or advising brands, sizes, prices and uses.
- Provide exceptional customer service by recognizing needs, questions and problems. Work to get to know our regular customers and Beer Club members and anticipate potential new products for them to try.

- Maintain up to date knowledge on all products in the store and sold throughout the province.
- Resolve potential confrontational issues when dealing with intoxicated individuals, shop lifters or those attempting to obtain liquor illegally.

Minimum Qualifications:

- Know and love craft beer.
- Always want to learn more about craft beer and be ahead of market trends.
- Preferred experience: applying provincial laws related to the sale of alcohol; providing customer service; operating a computerized point-of-sale system.
- Be at least 18 years of age.
- Be able to legally work in Canada.
- Be able and willing to provide excellent customer service.
- Be able to understand and communicate effectively in English.
- Be able to provide and pass a criminal record check.
- Be comfortable working alone.
- Be able to demonstrate aptitude for cashier and related duties, including calculations
- Be able to perform physically demanding work, including lifting 20-25 kg boxes and kegs.
- Education requirements include a high school or general education diploma and liquor industry training.
- Who you are as a person: friendly, approachable, flexible, resilient, problem solver, computer literate, interested and interesting.

Please note this job description is subject to change and revisions as deemed appropriate by Josh and Erin Forbes.