Llano Estacado Winery

<table>
<thead>
<tr>
<th>Job Title: QC Bottling Technician (temporary)</th>
<th>Reports to: Laboratory Manager</th>
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<td>Department: Production</td>
<td>Salary Range: $12-$16 (DOE)</td>
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<td>Prepared by: SD</td>
<td>Approved by: GB</td>
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**Position Overview**

To ensure the quality of daily bottling operation by accurately and efficiently performing basic quality control checks and testing of wine during designated bottling periods. The QC tech will assist in production lab activities as needed and requested.

The majority of this position is part-time (30hrs/week) with the final 90-days expected to be full-time (up to 40hrs/week).

This position is expected to last from November 13, 2017 through March 2018 with a possibility of extension.

**Essential Job Functions**

- Has the capacity to understand chemistry principles and techniques needed to perform quality control checks on bottled wine.
- Must be able to add, subtract, divide, and perform simple unit conversions.
- Is sanitation conscious at all times.
- Is alert, can express concerns immediately and confidently, and can perform focused work for 8-9+hrs a day.
- Performs regular periodic QC checks of the bottling line, including repack and labeling operations.
- Accurately records all necessary observations and information as required by the QC bottling form.
- Can communicate immediate quality control issues to the Bottling Line Captain and the Lab Manager.

**Ancillary Job Functions**

- Troubleshoots lab analyses and communicates findings with Laboratory Manager.
- Samples wine and performs basic lab analysis during QC down-time at the direction of the Lab Manager.

**Supervisory Responsibilities**

- None.
Knowledge and Skills

Required
• College student with +2 yrs of chemistry, college degree in a science field, or college degree with +1 yrs experience in a laboratory/quality control capacity.

Preferred
• 2 years of college level chemistry.
• College degree in Viticulture, Food Science, Chemistry, Microbiology, Biochemistry etc… or related fields.
• Has previous winery experience, quality control experience, or food production experience.
• Willing to understand chemistry as related to the wine industry.

Desirable
• Has basic understanding of acids, bases, and other lab reagents.
• Has basic understanding of lab glassware.

Fiscal Responsibilities
• None.

Public Contact
• Conducts oneself in a professional and courteous manner.

Physical Demands
• Should be physically fit and in good general condition.
• Can safely lift at least 30 pounds to waist level.

Working Conditions
• Standing in lab for extended periods.
• Will be required to work extended daily hours.
• Will work around heavy equipment.
• Will be exposed to adverse conditions (Wet/Dry/Cold/Hot/Loud environment).

NOTE: This job description is not intended to be all-inclusive. Employee may perform other related duties as negotiated to meet the ongoing needs of the organization.