

## **Tasting Room Sales and Hospitality Associate**

We are seeking a dynamic multitasker with strong verbal, communication, and service skills to join our Direct-to-Consumer Department. This position focuses on hospitality, customer service and sales both in person and virtually. We are a growing department, and the right candidate will find opportunities to grow within our company. We want candidates of all different backgrounds to apply, adding to our dynamic team.

### **Responsibilities:**

- Greet all visitors, pour wines for tasting, discuss wines, and convey Elk Cove story.
- Actively promote and sell wine and wine club memberships.
- Host a variety of customers including first time visitors, club, trade guests, tour groups and VIP guests.
- Participation in on and offsite events hosted by the winery on evenings, weekends, and some holidays.
- Prepare cheese and charcuterie boards for daily reservations.
- Shipping support including packing orders.
- Host occasional virtual tasting experiences.
- Participate in phone call campaigns and outreach.
- Housekeeping duties to keep our Tasting Room and public areas organized and clean.
- Restock merchandise and wine; regular movement of case boxes.
- Participate in after-hours staff education and staff meetings on a monthly to quarterly basis.

### **Job Requirements:**

- Must be at least 21 years of age.
- Outstanding customer service skills and strong sense of sales and hospitality.
- Enthusiasm for wine.
- Enjoy being a part of a team.
- Ability to take initiative and adjust to an ever-changing work environment.
- Proficient on iPad, computer.
- Comfortable connecting with customers over the phone.
- Ability to obtain an OLCC pouring license and Oregon food handler's card.
- Ability to lift and move 50 pounds repeatedly.
- Ability to stand throughout the day.
- We strongly encourage getting a Covid-19 vaccination if possible.
- Wine Direct or comparable POS experience a plus.

### **About Elk Cove:**

Elk Cove Vineyards is surrounded by wilderness and named for our local herd of Roosevelt Elk. We aim to be a sustainable business by honoring the importance of people, planet, and profit. We are now in the second generation of ownership with Adam Campbell at the helm and we have grown into one of the largest wineries in Oregon. We also have a sister winery Pike Road that focuses on affordable wines

and collaboration with small farms. Our business culture encourages independent work with a big focus on creative solutions to problems. Elk Cove team members have found opportunities to grow within our company in the vineyard, production, sales, and winery operations, with an average tenure of 9 years.

Hourly (20-35 hours): Competitive hourly wage based on experience, plus tips and monthly bonus. 50% off on wines and additional wine perks. Opportunity for full time employment including benefits.

Candidates please send your cover letter, resume and references to Shelby Murphy:  
[shelby@elkcove.com](mailto:shelby@elkcove.com).