

**Position:** Packaging Lead  
**Location:** Brewery, Kihei, HI  
**Reports to:** Packaging Supervisor  
**Manager:** Director of Brewery Operations  
**Salary:** \$16 - 19/hour

**Job Description:**

This position is responsible for performing primary packaging functions, set-up, and clean-up. Loading and unloading of containers and general organization and cleaning of the packaging and warehouse facility.

**Job Responsibilities, including but not limited to:**

- Execute duties based on a rotating shift duty schedule including but not limited to palletizing, packing operation, de-palletizing and forklift operation.
- Adhere to cleaning regimen and requirements.
- Assist with packaging and warehouse organization, restocking, rotation of stock and general cleanliness.
- Operation of racking line including but not limited to preparation, continuous operations and clean-up.
- Prepare outgoing orders as documented per shipping coordinator.
- Load and unload outgoing and incoming container loads.
- Scan incoming and outgoing house cooperation.
- Receive, sort and organize pallet stock.
- Sort, organize and prepare return dunnage loads.
- Complete tasks related to general facility needs as necessary.
- Perform basic operation of Paktech and Tray Packer, troubleshooting and basic maintenance.
- Display the ability to provide training and non-supervisory guidance to Packaging Operator 1 and other entry level positions.
- Ability to work independently on organizational tasks, maintaining first-in/first-out supply on both raw materials and finished goods.
- Maintain Positive attitude.
- Rarely or never outside of adherence to schedule.
- Maintain Flexibility with schedule.

**Additional Responsibilities, above Packaging Operator I & II skills:**

- Ability to clean, maintain and operate both can and keg filling lines from start to finish.
- Display a high level of detail oriented tasks, ensuring that filling of final product meets all specifications.
- Display a working knowledge of mechanical and automated equipment and capability to troubleshoot, provide information to supervisors/maintenance to effectively address issues.
- Ability to check finished product tanks in preparation for packaging.
- Ability to perform basic packaging related QA tasks including seam and gas checks, tank pressure and temperature.
- Responsibility over the movement of beer to filling equipment, operation of CIP set for cleaning of filling equipment.
- Basic understanding of the brewing process with the focus being what is important in finished packaged beer.
- Maintain all record keeping and inventories associated with packaged product.
- Display the ability to recognized potential hazards to finished product quality.
- Ability to perform draft service, cleaning and troubleshooting.
- Ability to recognize/display awareness for brewery peripherals.

**Job Requirements:**

- High school diploma.
- Requires experience in brewing, packaging, mechanical operations or equivalent education to work and communicate well with all staff.
- Maintain professional attitude at work and while representing Maui Brewing Co. outside of the brewery.
- Ability to maintain neat and accurate records.
- Report ready to work on time.

**Physical Requirements:**

- Lift 55 lbs. from ground to shoulder high.
- Lift 110 lbs. from ground to waist high and moving 150 lbs. along the floor.
- Climb stairs, ramps, and ladders.
- Work in small and confined spaces.
- Work on feet for several hours, including entire shift if necessary.
- Work safely with chemicals with reasonable safety accommodations.
- Work in loud environment with basic safety accommodations.

**Benefits:**

- Health insurance
- Disability insurance
- Company matching 401k Plan
- Profit Sharing Plan
- Paid vacation starts at two weeks/year

The signature below confirms that I have received, and understand the job description, responsibilities, and requirements of Maui Brewing Co. Non-performance of these can result in demotion, including salary adjustment, or possible termination.

Filler Operator's Signature: \_\_\_\_\_

Date: \_\_\_\_\_