



## **Tasting Room Manager**

Ponzi Vineyards, LLC, one of Oregon's founding wineries and located just 40 minutes from Portland, is seeking an experienced, energetic, and driven individual to join our hospitality team as Tasting Room Manager. The Tasting Room Manager is responsible for the day-to-day operation of its busy tasting room in Sherwood. Applicants must be able to work weekdays/weekends 10AM-7:00PM, with flexibility to work holidays and evenings. Must be able to stand for 8 hours and lift up to 50 pounds.

### **Essential Job Functions:**

- Exceptional understanding and application of the principals of customer service
- Experienced in management of all levels of hospitality staff. This is inclusive of mentoring, training, hiring and firing of the staff
- Oversee inventory and transferring of wine and supplies with in the operations.
- Creative thinker with ability to develop relationships that enhance our brand and provide a positive customer experience
- Prepare and present branded presentations to both internal and external audiences
- Exceptional and persuasive written and oral communication skills
- Perform ongoing business and competitive analyses. Analyze and interpret consumer behavior and marketing trends.
- Create a culture that will drive sales to exceed annual budgets
- Manage labor expenses while maintaining standards of excellence in hospitality
- Control inventory of merchandise and source out new merchandise to be presented to the marketing team

### **Requirements and Experience:**

- Solid leadership background in hospitality, hotel or restaurant industry with experience in wine industry
- Minimum of 3 years' experience in manager position
- Proven track record in mentoring, supervising and developing staff
- Driven to provide the highest level of customer service in all areas assigned

### **Key Competencies:**

- Strong analytical and creative thinking skills for effective decision-making problem solving
- Ability to focus on multiple tasks and deadlines, and effectively prioritize and manage them; strong attention to detail
- Excellent interpersonal and relationship building skills, and a positive team oriented attitude
- Strong logistical planning skills.
- Must be comfortable working closely with, developing a business plan together with staff and owners
- Forward thinking and proactive. Has the ability to develop an effective plan
- Demonstrates integrity, is forthright, accepts responsibility, is personally accountable, straightforward, truthful, and of good character.
- Maintains a positive approach with a can-do attitude. Instills confidence that tasks will be done according to the plan, and on time. Results oriented.

- Understands and values external and internal customers.
- Has the will to win, the desire to do well, and strives to be an overachiever.

Please respond to this ad with resume, brief cover letter & salary requirements to [info@ponzivineyards.com](mailto:info@ponzivineyards.com).  
No phone calls please.