



# Modist Brewing Co.

Position:	Packaging Manager
Reports To:	Head of Operations
Status:	Full Time / Salary / Exempt (\$50K-\$60K)

## **MISSION:**

At Modist, our aim is to modify beer and how it is perceived by defying rules and expectations. We push past traditional brewing by embracing creativity and unconstrained experimentation, taking an innovative approach to ingredients and techniques in order to harness raw inspiration and create a new beer experience.

## **JOB OVERVIEW:**

The Packaging Manager is responsible for all packaging operations, including the safe operation of canning, kegging, and bottling equipment, cellar duties, and the supervision of packaging operators. This person has a strong work ethic, dedication to the craft of brewing, and has a strong attention to detail.

## **GENERAL MODIST REQUIREMENTS:**

Modist Brewing is an inclusive and safe community and expects all employees and prospective new hires to exhibit the following qualities:

- Treat every individual with respect and facilitate a safe and welcoming environment for all employees and customers
- Be responsible and self driven, conducting oneself with dignity, self respect, and motivation
- Be an ambassador for Modist, all Modist brands, and act as a steward for the Minnesota Brewing community



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## **KEY DUTIES & RESPONSIBILITIES:**

- Packaging management duties
  - Responsible for the safe and efficient operation and maintenance of all packaging equipment, including but not limited to:
    - Wild Goose Canning Line, Ska Can-I-Bus Depalletizer, Pack Leader Labeler, American Canning Paktech Applicator, Domino Date Coder
    - IDD Squire Plus II Keg Machine
    - Bottling Machine
    - Anton Paar Cbox
  - Hire, train, and supervise packaging operators
    - Manage team schedules and time off
    - Conduct performance reviews
  - Create and update Modist Packaging SOPs.
  - Use planning tools to set packaging splits
  - Coordinate packaging calendar with Head Brewer and Lead Brewer
  - Work with Lab Manager to set and maintain high level QA/QC practices
  - Monitor overall efficiency in packaging time and quality
  - Control inventory of packaging materials
  - Using ekos brewery management software to:
    - Plan packaging splits
    - Record packaging totals
    - Update inventory of packaging materials
  - Maintain a clean, organized, and safe working environment
  - Fill in for coverage gaps across teams as needed
- Cellaring Duties
  - Carbonation of product in brite tank
  - Conduct DO tests with Anton Paar Cbox
  - Maintain cleanliness and organization of production areas and equipment
- Warehouse Duties
  - Receiving deliveries of raw ingredients, packaging materials, and warehouse materials
  - Maintain cleanliness and organization of warehouse space
  - Coordinate with the logistics team to transfer materials and finished goods to and from off-site warehouse
- Ad hoc reporting and analysis and other duties as assigned



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## **SKILLS REQUIRED:**

- Experience operating a variety of packaging and cellaring equipment
- Ability to use technology platforms (Spreadsheets, Google Suite, email, Slack, Ekos, etc.)
- Experience operating pallet jack, electric pallet jack, and forklift preferred but not required
- Attention to detail
- Effective written and verbal communication skills
- Ability to work independently and take direction from supervisors and co-workers
- Ability to work with production team in a fast paced manufacturing environment

## **WORK ENVIRONMENT:**

- Able to work flexibly in multiple work environments including the Modist office, taproom, production brewery with elevated noise levels, off-site, and field locations
- Prioritizes safety and insists that team members follow safety protocols and best practices to ensure a safe work environment for all employees
- Able to safely navigate ongoing production operations and wear required safety gear

## **PHYSICAL REQUIREMENTS:**

- Ability to lift and/or move up to 75 pounds safely and maneuver 165 lb. kegs w/ help from a dolly
- Work on your feet in a physically demanding environment for up to 8 hours a shift
- Ability to sit, stand, bend, reach, climb a ladder, etc. in an 8 hour day