

WEE BEAN COFFEE ROASTERS

EST. 2015 ♦ 6580 CRAIN HIGHWAY ♦ LA PLATA ♦ MARYLAND ♦ 20646 ♦ 240.776.4485

POSITION	SHIFT LEAD
ANNUAL	\$ 38,000 - 44,840 (FULL TIME)
SKILLS	-Customer Service: <i>Welcoming, Engaging, Courteous, Friendly, Sincere, Positive, and Knowledgeable.</i> -Takes initiative in store operations and leads others with integrity. -Passionate about food and beverage preparation and education, with a desire to continuously expand professional knowledge of quality controls, preparation methods, and presentation. -Committed to providing customers with excellent service in a fast-paced environment through attention to detail and consistency. -Capable of working independently as well as a member of a fun, high-energy team.
JOB DUTIES	This position contributes to Wee Bean's success by leading a team of associates to create and maintain the best experience for our customers and colleagues. In particular, a majority of time is spent supervising and directing the workforce, making staffing decisions, ensuring customer satisfaction and product quality. RESPONSIBILITIES: -Communicating directly with Store Managers about team needs -Key holder, opening and closing the store. -Cash management, drops and deposits. -Inventory and placing orders. -Barista testing and training. -Training and testing team members. -Preparing online orders and catering -Overseeing the completion of daily assessment tasks as assigned and duties as needed.
MUST HAVES	-Must understand and adhere to all food safety regulations and quality controls. -Must be able to walk, bend, lift, and stand for extended periods of time. -Must have exceptional English communication skills (speaking & listening). -Must be available to work peak hours: <i>early mornings, evenings, weekends, and holidays.</i>
EDUCATION	-High school diploma or equivalent. -Experience in food and beverage preparation or customer service preferred.

