

Kwahn Corporation
P.O. Box 1087
Burney, CA 96013



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Ajumawi • Aporige • Astariwi • Atsugewi • Atwamsini • Hammawi • Hewisedawi • Illmawi • Itsatawi • Kosealekte • Madesi

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| Gary Wilson Jr. Chairperson | Angie Wilson Secretary | Winfred Carpenter Board Member | Mike Avelar Board Member | Agnes Gonzalez Board Member |
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Job Announcement
Coffee Shop Barista

Position Title: Coffee Shop Barista
Reports To: KWAHN Board of Directors
Status: Full Time and Part-time
Pay: \$14.00/Hr.
Position available: Temporary
Posted:
Deadline: **Open Until Filled**

Summary:

The KWAHN Coffee Shop is a new venture for the KWAHN Corporation. We are excited about this venture and recruiting enthusiastic, customer-focused coffee connoisseurs. The Barista/Cashier is responsible for overseeing the KWAHN Coffee Shop/Drive through daily operations. The Barista/Cashier represents the high customer service standards of KWAHN, Corporation. The Barista/Cashier maintains the shop, which includes attending to and assisting customers, accepting payments, stocking the shelves and maintaining station organization, preparing any hot or cold foods, cleaning, washing dishes, maintaining shop cleanliness, and the accurate balance of the cash drawer.

Duties:

- Prepare or serve hot or cold beverages, such as coffee, espresso drinks, blended coffees, or teas.
- Describe menu items to customers or suggest products that might appeal to them.
- Order, receive, or stock supplies or retail products.
- Weigh, grind, or pack coffee beans for customers.
- Wrap, label, or date food items for sale
- Provide customers with product details, such as coffee blend or preparation descriptions.
- Stock customer service stations with paper products or beverage preparation items.
- Take customer orders and convey them to other employees for preparation.
- Clean or sanitize work areas, utensils, or equipment. Clean the service or seating areas.
- Collect and take out the garbage regularly

- Create signs to advertise store products or events.
- Demonstrate the use of retail equipment, such as espresso machines.
- Prepare or serve menu items, such as sandwiches or salads.
- Check temperatures of freezers, refrigerators, or heating equipment to ensure proper functioning.
- Set up or restock product displays.
- Slice fruits, vegetables, desserts, or meats for use in foodservice. Performs other duties and special projects as assigned.
- Serve prepared foods, such as muffins, biscotti, or bagels.
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Qualifications:

- High School diploma or GED preferred.
- Must be over 18 years of age.
- California Food Handlers Card
- Must have excellent customer service and employee relations skills.
- Ability to add, subtract, multiply and divide; also compute discounts, fractions, ratios, and percentages.
- Must possess a current and valid Food Handler’s Card.
- Ability to work irregular hours, including nights, weekends, and holidays

Physical, Environmental, and Intellectual Conditions:

- Manual and finger dexterity as required to perform daily job duties.
- Ability to occasionally stand for prolonged periods of time.
- Ability to frequently walk and/or stand for prolonged periods of time.
- Ability to occasionally lift and/or move up to 25 pounds.
- Ability to frequently bend, squat and/or stoop.

Native American and Tribal Member Preference: Preference will be given to qualified Native American’s under the Federal Indian Preference Act (43 CFR 17.3 (d)). Applicants claiming Indian Preference must submit verification of Indian certification by tribe or affiliation or other acceptable documentation of Indian heritage. **Note:** The Pit River Tribe offers a comprehensive Health (Medical-Dental-Eye and Life) Insurance package, Supplementary Cancer and Accidental insurance, and enrollment in Benefits after successfully completing the probationary period.

Submit Applications:

Christina Van Holland, MBA THRP
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