



Peju Province Winery is an award winning, family owned and operated, iconic Napa Valley winery with a rich heritage of over 30 years of innovation. We use organically farmed local fruit from our sustainable vineyards to produce hand crafted wines of character and distinction. At Peju Province Winery we are committed to protecting the environment through our sustainable farming practices, producing exceptional wines from our estate grown fruit and hiring great talent who are driven to succeed.

We are inviting a limited number of wine evangelists to join our tasting room team. As one of the top 10 most visited tasting rooms in the Napa Valley, we are looking for bright, energetic candidates who enjoy interacting with guests from around the world. If you are passionate about wine and see yourself in a wine industry career in the Napa Valley, we'd like to talk to you.

The Guest Service Associate is an individual that possesses a positive and professional attitude, is typically the first point of contact for guests visiting the winery, possesses a friendly, polished, and professional attitude, can communicate effectively, organizes guests into groups and escorts groups to various tasting room counters throughout the winery.

ESSENTIAL JOB FUNCTIONS

- Works closely with Tasting Room Manager and Wine Ambassadors
- Greets guests graciously while at the same time maintaining a high sense of urgency
- Escorts guests to Tasting Room counters
- Completes point of sale transactions, Wine Club & Donation pick-ups
- Completes shipping orders
- Prepares cheese plates, preps for tasting presentations
- Performs presentation clean-up as needed
- Maintains merchandise displays and replaces inventory as needed
- Coordinates some aspects of Art Gallery Shows if needed

QUALIFICATIONS

To perform this job successfully an individual must be able to perform each essential function listed above and below satisfactorily.

- Possess a courteous, professional attitude
- Excellent guest management skills
- Swift afoot
- Possess a professional/business wardrobe
- Previous high-end retail, restaurant hostess, or resort concierge experience
- Experience with POS software
- Passion for guest service and retail sales

PREFERENCES

- Experience with AMS
- Knowledge of wine and the wine industry
- Experience selling high-end luxury goods/services, art gallery and hospitality fundamentals.
- Bachelor's Degree or equivalent experience