



We're looking for a Tea Packaging Assistant

Smith Teamaker

Founded in 2009 by the late, legendary Steven Smith, Smith Teamaker crafts artisanal teas that showcase an artful talent for creating complex flavors and aromas. Founded on the tradition of challenging norms, our team continues Steve Smith's pioneering spirit by crafting exceptional tea experiences and is generating some of the highest growth in the industry. Our products are handcrafted in Portland, Oregon, with an omni channel business model that delivers tea experiences within fine restaurants and specialty retail stores around the world, at Smith tasting rooms and online at www.smithtea.com.

Our Packaging Assistant contributes to our company's overall success through the blending, handling, and packaging of tea products to Smith specifications. Success is measured through production output metrics, quality control, adhering to health and safety regulations and company packaging standards, and creating a positive work environment for everyone.

The ideal candidate likes to work with their hands, enjoys steady though fast-paced team work, and has an interest in learning basic machine maintenance and trouble-shooting. Your day-to-day involves working at various machine stations on the production floor, packing tea into multiple package formats, and cleaning the production area. We are looking for people who are mechanically-minded and comfortable with documentation of production specifications, modern technology, and a diverse workforce.

Typical First Shift hours are M-F 6:30am-3:00pm and Second Shift is M-F 2:30pm-11:00pm with occasional overtime work required.

At Smith, our culture is rooted in Head, Heart, and Hustle, and your objective is to live, teach, and demonstrate our culture in all interactions.

Key Responsibilities

- Operate machinery with a high degree of safety and accuracy at all times
- Adjust machine as needed for changeovers, different functions, or other varying needs
- Follow prescribed safety procedures to maintain work area and equipment
- Work at various stations during the production process as directed to ensure continuous production and output
- Conduct visual quality and count inspections; inform Supervisor of deviations as needed
- Assist with daily clean up and weekly deep cleaning tasks
- Perform job duties in a manner that maintains compliance with policies, procedures, environmental, health and safety regulations
- Other duties as requested by the Supervisor
- Act with integrity, honesty, and the passion that promotes Smith Teamaker core values and overall mission



Required Skills and Responsibilities

- Ability to work in a fast-paced team environment
- Ability to understand oral and/or written English instruction
- Maintain regular and consistent attendance and punctuality
- Ability to learn quickly and adapt to new tasks and processes
- Ability to develop and maintain working relationships with Teamakers
- Ability to repeatedly lift 25 pounds unassisted
- Ability to work on foot for extended periods of time
- Perform occasional stooping, kneeling, climbing, or crouching
- Possesses a passion for our Smith Teamaker culture

Benefits

- Competitive pay commensurate with experience and performance
- Fully paid medical, vision, dental, and alternative care coverage; LTD, Life insurance
- Paid holidays, PTO, paid parental leave, FSA, EAP, 401(k) match, parking permit / transit pass
- Excellent tea selection and lots of high fives

Location: Portland, Oregon

Contact us at jobs@smithtea.com to share your story; please include letter and resume.

Smith Teamaker provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state or local laws.