



Quality Assurance Clerk – Part Time

City Brewing Company, a leading manufacturer in the beverage industry, has an immediate opening for a Quality Assurance Clerk at our La Crosse, WI facility. This part-time role will provide support to the Quality Assurance team and is an excellent opportunity for someone looking for flexible hours.

Responsibilities include but are not limited to:

- Collect and file daily quality documents
- Daily review of production for government compliance
- Organize and ship production samples to customers as needed
- Maintain shipping area and supplies
- Facilitate daily taste panel and maintain samples
- Data entry and generation of reports

Qualifications:

- Minimum of a high school diploma is required
- Additional secondary education is preferred
- Proficient in Microsoft Office Suite
- Strong verbal and written communication skills
- Must be able to prioritize assigned work load
- Highly organized and self-motivated
- Work effectively as team or individual
- Must be able to lift at least 45 pounds
- Daily availability M-F, between 8am and 4pm

The ideal candidate is available for approximately 20 hours/ week. The hours may vary based on department needs. We are willing to accommodate schedules, but require defined availability during normal business hours, 8:00 am to 4:00 pm.

If you are interested in applying for this position, please mail or email your resume to:

Human Resources

City Brewing Company

925 South Third Street

La Crosse, WI 54601

Email to: jobs@citybrewery.com, subject line "QA Clerk"

Apply online at www.citybrewery.com

This position will remain open until filled.

City Brewing Company is an equal opportunity employer.