



**Position: Ice Cream Associate**

Department: Ice Cream Factory  
Position Status: Non-exempt

Reports to: Ice Cream Factory/Cheese Shop Manager  
Classification: Part time, Seasonal

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Huber's Orchard, Winery & Vineyards is a 7<sup>th</sup> generation family business committed to being the premier agri-tourism family destination in Southern Indiana. With over 550,000 visitors last year to our 650 acre property, Huber's offers an impressive array of activities for the young and young at heart. Open seven days a week, we offer flexible scheduling, competitive wages, and team member discounts. If you like a fast paced yet casual environment, enjoy working as a team, and can multi-task – then a position at Huber's might be the place for you!

**Position Summary:**

The Ice Cream Server will take and process customer orders for our homemade hand dipped ice cream. The server will maintain the Ice Cream Factory and Cheese Shop (ICFCS) by keeping supplies and retail items stocked (including ice cream varieties, cheese, and miscellaneous retail inventory). The server will assess and complete necessary cleaning tasks within the ICFCS and surrounding patio. It is the server's role to greet customers and ensure that each and every customer is served in a friendly, professional, and timely manner.

**Responsibilities:**

- Greet all customers in friendly and welcoming manner
- Retain a general knowledge of our ice cream flavors and cheese varieties
- Fulfill customer orders for ice cream purchases
- Process customer transactions on the cash register, including refunds, and discounts
- Maintain a balanced cash drawer
- Maintain clean work areas and have supplies stocked at all time, including Cheese and Beverage coolers
- Maintain and clean the dipping cabinets as necessary, eliminate cross contamination of ice cream flavors
- Clean ICFCS booths and surrounding patio and picnic tables
- Present a neat personal appearance, including Huber team wear, name tag, and Huber baseball cap.
- Follow all departmental policies, procedures, and all company policies as outlined in company handbook
- Perform other duties as assigned by management

**Minimum Qualifications:**

- Minimum Age: 14 years
- Able to read, write, and speak English and perform basic math skills
- Able to count money “backwards” in the event of an error entering tender amount
- Able to work flexible schedule and adjust to seasonal shifts
- Able to push, pull, carry, or lift up to 20 pounds
- Able to stand for up to 8 hours

Statements included in this description may not necessarily represent an exhaustive list of all responsibilities, skills, duties, requirements or working conditions associated with the position. While this is intended to be an accurate reflection of the current job, management reserves the right to revise the position, or to require that different tasks be performed, as circumstances change.