

## Job Opportunity – Hummingbird Wholesale



### **Paid Internship Quality Control & Regulatory Compliance Assistant**

20 – 40 hours per week

Flexible Schedule

Internship runs July 1, 2020 through Fall Term 2020

Wage- Based on Experience

*Hummingbird Wholesale is an essential business following the mandates from the Governor of Oregon around the COVID-19 virus.*

*Candidates must be able to work in our facility following our 6-foot distancing policy. Some opportunity for remote work offsite.*

*Hand sewn masks are supplied and encouraged when working on-site and with other Hummingbird coworkers.*

*These masks are required when working in person with anyone outside of Hummingbird employment while on-site.*

### **Position Summary**

The intern will work directly under the Quality Control and Regulatory Compliance officer at Hummingbird Wholesale. They will learn about Food Safety plans and documentation while supporting the department in improving, maintaining, and auditing the current plan.

### **Qualifications & Requirements**

- High School Diploma or equivalent -required
- Currently enrolled in a college level science program or similar education background - preferred.

### **Skill Requirements:**

- Detail oriented, well organized
- Effective oral and written communication skills, good interpersonal communication skills
- Ability to work well individually and with others
- Self-motivated
- High computer literacy
- Open minded and eager to learn and develop new systems and methods
- Excellent Typing skills

- Strong math, logic and practical problem-solving skills
- Effective in information gathering and interpretation
- Fun loving!

### **To Apply**

Send resume and cover letter with brief answers to the questions below to [jobs@hummingbirdwholesale.com](mailto:jobs@hummingbirdwholesale.com). Please do not call; we will happily answer questions via email.

### **Questions**

1. Why do you want to work at Hummingbird Wholesale?
2. How will you contribute to the company achieving its mission, core values & culture (see section above)?
3. What is your experience working (or Education) in the Food Science or Science field? Give a brief description of your experience (primary duties, what you did /did not enjoy, etc.)

### **About us**

Hummingbird Wholesale is a small, family owned & operated company distributing organic food throughout the Pacific Northwest and into northern California. We are a team of highly engaged and extraordinarily productive people who are inspired to work hard and give our very best at all times. We are motivated by our mission, vision, and values. We work effectively & efficiently, and enjoy connecting with each other through our daily work.

### **Our Mission, Core Values and Culture**

We endeavor to serve people and the planet by providing the highest quality, most nutritious foods, grown as locally and sustainably as possible to nourish the body, mind, and soul. We practice principles of ecological & social justice in our business operation, and strive for minimum packaging and waste. We value long-term relationships with farmers, vendors, coworkers, and customers.

### **Compensation and Benefits**

#### **Internship Benefits**

This is a temporary position with limited benefits.

Benefits included: 401K (access to participate), Hummingbird Wholesale shopping account (discounted prices), Paid Sick Leave after 90 days of employment.

*Hummingbird Wholesale affirms the right of all individuals to equal opportunity in employment without regard to race, color, religion, sex, age, handicap or disability, national origin, military status, marital status, sexual orientation, or any other basis prohibited by federal or state law.*