

Job Purpose and Primary Accountability:

Bartender/servers are expected to provide efficient, clean, and member driven service. Bartender/servers must have a clear understanding of the club's menus and be able to describe and sell food, wine, beer and cocktails to the club's members and regular guests. They are committed to keeping bar area clean and providing the highest level of service throughout every shift with a positive attitude. Bartender/servers must always be moving with a sense of urgency and anticipate the needs of members and staff. They are expected to lead by example through their actions and more importantly their behaviors.

Reports to: Food and Beverage Director or Manager on Duty

Essential Functions:

- Bartender/servers must be capable of greeting members and guests daily and address them in a professional manner.
- Have strong menu knowledge and understand menu items and be able to communicate that information to all guests and communicate orders to the kitchen. This is imperative to meet the individual and unique needs of our guests.
- Maintain bar area and back of bar per clubs standards.
- Stock and maintain pars on all alcoholic, non-alcoholic beverages, ice and bar fruit on a daily basis.
- Stock and double check cleanliness of all glassware in the bar area.
- Responsible for accurately ringing up all and every transactions on computers and be knowledgeable on usage.
- Communicate effectively with managers, staff and other servers.
- Bartender/servers will be asked to work in a variety of capacities and not always just in the bar area, determined by the business levels of any given day. Must be able to serve tables too if needed.
- Specific opening and closing duties will be assigned on a daily basis.
- Abide by all policies, procedures and standards as laid out in the Club handbook and training manual. It is the responsibility of each employee to carry themselves with respect to other employees, members and to themselves.
- Must have reliable transportation
- Must be able to work nights, weekends and holidays
- Must be confident to lock up the building with responsibility

- Bartender/servers should arrive to work well-groomed and with a positive attitude. In other words, carry themselves as true professionals.
- Adhere to company safety and sanitation policies and promote cleanliness in the workplace.
- Must be Servsafe and Food handler certified by the state
- Other duties as needed.

Physical Functions:

The physical demands and work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is occasionally required to stand, walk, climb stairs, balance, stoop, kneel, crouch, crawl and/or sit...up to and sometimes more than eight hours per day.
- Must be able to push, pull or lift up to 25 pounds.
- Be physically capable to work on their feet for long hours at a stretch.