

Server duties and responsibilities

- Provide excellent customer services.
- Greet customers with pleasant demeanor always.
- Make suggestions based on their preferences.
- Ask guest of any allergies.
- Take and serve food/drinks orders.
- Up-sell when appropriate, make suggestions and pairing to drinks.
- Help arrange lounge furniture to include table top display and décor when needed.
- Always keep tables clean and tidy.
- Efficient experience of POS (EPOS)
- Deliver checks and collect payments.
- Cooperate and communicate with all serving and kitchen staff.
- Adhere to all relevant health department rules/regulations and all customer service guidelines.

Server requirements and qualifications

- 2 years of experience as a Restaurant / Lounge Server
- Experience with developing constructive working and interpersonal relationships with colleagues and customers.
- 2 years of experience with cash register and any ordering information system (EPOS)
- Critical thinker and problem-solving skills
- Team player
- Good time-management skills
- Great interpersonal and communication skills
- Active listening
- Good physical condition
- Must adhere to employer guided dress code, to include seasonal and holiday specific outfits.
- Customer-centric
- High school diploma.; food safety training will be considered a plus.

Cook Job Responsibilities:

- Pleases customers by providing a pleasant dining experience.
- Serves meals by reviewing recipes; assembling, combining, and cooking ingredients; and maintaining a sanitary kitchen.
- Executes cold food production in accordance with standards of plating guide specifications.
- Attends to the detail and presentation of each order.
- Places and expedites orders.
- Prepares ingredients by following recipes; slicing, cutting, chopping, mincing, stirring, whipping, and mixing ingredients; adding seasonings; verifying taste; and plating meals.
- Completes hot meal preparation by grilling, sautéing, roasting, frying, and broiling ingredients and assembling and refrigerating cold ingredients.
- Adheres to proper food handling, sanitation, and safety procedures; maintains temperature and Hazard Analysis Critical Control Point (HACCP) logs as required; and maintains appropriate dating, labeling, and rotation of all food items.
- Store leftovers according to established standards.
- Coordinates daily food supply inventory for cafeteria. Submits order to supervisor.
- Assists with receipt of deliveries.
- Contributes to daily, holiday, and theme menus in collaboration with supervisor.
- Ensures smooth operation of cafeteria services during absence of supervisor.
- Maintains cleanliness and sanitation of equipment, food storage, and work areas.
- Completes cleaning according to daily and weekly schedules and dishwashing/pot washing as needed.
- Assists with orienting new employees to their work area.
- Listens to customer complaints and suggestions and resolves complaints.
- Implements suggestions within parameter of position and refers more complex concerns to supervisor.
- Instructs personnel in use of new equipment and cleaning methods and provides efficient and effective methods of maintaining work area.
- Participates in and/or contributes to programs, committees, or projects designed to improve quality of service and employee productivity.

Cook Qualifications/Skills:

- Demonstrated knowledge of and skill in ability to operate standard foodservice equipment safely and effectively.

- Adaptability
- Decision-making
- Customer service
- Oral communication
- Planning, problem solving, and teamwork.
- Developing budgets
- Self-motivated
- High energy Level
- Multi-tasking

Education, Experience, and Licensing Requirements:

- Minimum two (2) years of hospital, institutional, or restaurant cooking experience to include food preparation.
- Current SERVSAFE certification or has successfully completed a sanitation course within the past year.
- Current food handler's card and other certification as required by federal/state/local law
- Familiar with point-of-sale computers and software
- High school diploma or GED

Bartender responsibilities include:

- Preparing alcoholic or non-alcoholic beverages for bar and patrons
- Interacting with customers, taking orders, and serving foods and drinks
- Assessing bar customers' needs and preferences and making recommendations.



Job brief

We are looking for an enthusiastic Bartender to provide an excellent guest drinking experience. Good Bartenders will be able to create classic and innovative drinks exceeding customers' needs and expectations. Compensation includes salary and tips.

Responsibilities

- Prepare alcohol or non-alcohol beverages for bar and restaurant patrons.
- Interact with customers, take orders, and serve snacks and drinks.
- Assess customers' needs and preferences and make recommendations.
- Prep fresh ingredients, and prepare mixology ingredients, to prepare cocktails.
- Plan and present bar menu
- Check customers' identification and confirm it meets legal drinking age.
- Restock and replenish bar inventory and supplies.
- Stay guest focused and nurture an excellent guest experience.
- Comply with all food and beverage regulations.

Requirements

- Resume and proven working experience as a Bartender
- References from previous / current employer.
- Excellent knowledge of in mixing, garnishing, and serving drinks.
- Computer literacy (EPOS system).
- Knowledge of a second language is a plus. (English / Spanish).
- Positive attitude and excellent communication skills
- Ability to keep the bar organized, stocked and clean.
- Relevant training certificate

Barback duties and responsibilities

The Barback helps a bartender run a bar smoothly. Examples of Barback duties and responsibilities include:

- Stocking the bar with liquor, syrups, glasses, napkins, and other items before, during and after service
- Preparing garnishes, refilling ice wells, and changing beer kegs
- Cleaning up spills, removing glassware and organizing the counter
- Keeping the bar area neat and clean
- Coordinating with managers, kitchen staff and security personnel to ensure efficient service.
- Handling urgent situations such as broken glasses and clogged drains or spills around the bar or dance floor areas.

Barback skills and qualifications

- High school diploma, GED or equivalent
- Minimum of two years' experience as a Barback
- Legal age to serve alcohol.
- Strong knowledge of bar menu items
- Willing to work night shifts, weekends and holidays.
- Friendly, responsible, and punctual