



THE WILLOWS AT ASHCOMBE MANSION

BAR BACK- JOB DESCRIPTION

Position Type: Part-Time

Work Week: Non-typical

Reports To: Bar Manager

Position Description: As a Willows at Ashcombe Mansion Bar Back, you will assist the bartending staff in maintaining an organized and efficiently executed bar and beverage experience for our guests.

Key Job Responsibilities:

- Work with the Willow Bar team to provide a quality beverage experience for all weddings and private events..
- Restocking liquor bottles and changing kegs.
- Learn cocktail recipes and specialty beverage menu items.
- Cleaning bar and table surfaces throughout the shift.
- Wiping down chairs, railings, and other high-touch surfaces.
- Removing and disposing of bags from trash receptacles in and around all bar areas.
- Removing used glassware and other utensils from customers' tables throughout the event.
- Sweeping and mopping in and around bar service areas and customer common areas.
- Answering customer questions and routing customer concerns to the bar manager.
- Assisting bartenders with taking customer orders and processing orders in the point-of-sale system during peak service hours.
- Stocking of bar items such as glassware, straws, toothpicks, napkins, garnishes, ice, towels, and cleaning supplies (this may include restocking for bar opening or closing).
- Ensuring that taps, coolers, and other appliances like blenders or coffee makers are working properly; troubleshooting simple malfunctions as needed.
- Verify I.D. for any guest appearing to be under the age of 30 years old.

Required Qualifications:

- Acquire and maintain RAMP and ServeSafe certifications within 2 weeks of hire.
- Be 18 years of age or older.
- Ability to stand, and walk for extended periods of time.
- Ability to work in a fast-paced environment while managing multiple projects independently.
- Ability to work nights and weekends and some holidays.
- Ability to lift up to 20 pounds frequently, 50 pounds on occasion.
- 1+ years of bar experience preferred.
- 3+ years of restaurant or hospitality experience required.