



THE WILLOWS AT ASHCOMBE MANSION

BARTENDER- JOB DESCRIPTION

Position Type: Part-Time

Work Week: Non-typical

Reports To: Bar Manager

Position Description: As a Willows at Ashcombe Mansion Bartender, you will be the face of our bar service creating and serving premium liquor, wine and beer beverages while providing an exceptional guest experience to our clients.

Key Job Responsibilities:

- Work with the bar manager to provide a quality beverage experience for all public and private events.
- Create and serve high quality cocktails, beer, and wine while maintaining a clean and sanitary bar.
- Set-up and breakdown of all bar areas, equipment, and supplies.
- Adhere to recipes and prepare all beverages according to ingredient lists.
- Have a working knowledge of traditionally served cocktails, beer, and wine.
- Follow proper food and beverage handling procedures.
- Provide exceptional customer service to all guests and fellow team members.
- Process and handle both cash and credit card transactions accurately using the "Toast" POS system.
- Ensure that all orders are filled quickly and accurately.
- Utilize cleaning checklists to keep all workspaces organized, stocked, and presentable.
- Stay in compliance with all state and local Liquor Laws including required training programs.
- Inspire a positive energy and enthusiasm about our beverage programs to our guests.
- Work in a diverse environment with both staff and clients in a calm and intentional manner.
- 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.
- 3+ years of bar experience required.
- 1+ years of restaurant or hospitality experience preferred.