



## Full Time Bar Staff Job Description

Position: Full Time Bar Staff

Position Reports to: General manager

### Job Purpose

To deliver efficient and friendly customer service, create a warm and welcoming atmosphere and maintaining a smooth running of the bar ensuring cost effectiveness and cleanliness.

### Key Responsibilities and Accountabilities

- Customer Service – Maintain high levels of customer service, with attention to detail particularly in relation to customer requirements
- Sales – Be knowledgeable about the products on offer, make recommendations and up sell where appropriate.
- Restaurant Integration – be fully able to aid in the restaurant service and be part of a cohesive team
- Stock Control – Take responsibility for all stock on the bar, control wastage and OTH drinks and maintain good stock rotation
- Health and Safety – To help maintain a safe working environment for all staff and to report and action any health and safety issues.
- Monitoring and Reporting – To keep all reporting and records up to date
- Maintenance – Report any issues (throughout the building) to the Maintenance Team
- Cellar Control – To be proactive when ordering stock and to report when stock is low

### Additional information

- Full time 45-50 hours pcw
- Tronc
- Annual bonus
- Pension
- 28 days holiday

