

Li'L Rizzo's

Position Description

TITLE: Bartender

DEPARTMENT: Restaurant Operations

REPORTS TO: Restaurant Management Team

PRIMARY RESPONSIBILITIES: As a member of the Li'l Rizzo's Team, works to provide total guest satisfaction. Greets and interacts with guests in a friendly and hospitable manner. Prepares and mixes alcoholic and non-alcoholic beverages according to Li'L Rizzo's specifications. Serve food and beverages to guests. Assist fellow team members.

SPECIFIC FUNCTIONS & DUTIES:

- Take beverage orders from guests and servers.
- Prepare and mixes recipes and individual beverages according to Li'L Rizzo's specifications.
- Receive and serve food orders to guests seated at the bar.
- Learns the names and personally recognize our regulars.
- Record drink orders accurately and immediately after receipt into the register system.
- Handle cash and credit card transactions for customers, management and other employees.
- Wash and sterilize glassware.
- Prepare garnishes for drinks and replenish snacks, appetizers for bar patrons.
- Maintains bottles and glasses in an attractive and functional manner to support efficient drink preparation and promotion of beverages.
- Clear and reset tables in bar area.
- Present drink menus, make recommendations and answer questions regarding beverages.
- Maintain cleanliness in all areas of the bar including counters, sinks, utensils, shelves and storage areas.
- Report all equipment problems and bar maintenance issues to restaurant manager.
- Assist the restocking and replenishment of bar inventory and supplies.
- Be available to fill in as needed to ensure the smooth and efficient operation of the restaurant as directed by the restaurant manager or immediate supervisor.
- Completes assigned opening and/or closing duties in a professional manner.
- Completes assigned cleaning and maintenance assignments.

QUALIFICATION STANDARDS:

- Be 21 years of age.
- Have working knowledge of beer, wine and liquor and common drink recipes.
- Mobility required during entire shift between all areas of the restaurant.

- Ability to reach and place bottles, glassware and utensils on high and low shelves
- Frequent immersion of hands in hot and/or cold water (aprox every five minutes)
- Ability to read, write, accurately transact cash transactions and verbally communicate with guests, management and other employees.
- Ability to operate bar equipment e.g. blenders, soft serve machines, glass washers, etc.
- Carries objects, e.g. racks of glassware, cases of beer etc., up to 25 pounds frequently during a shift.
- Works occasionally in walk-in refrigerator

PHYSICAL STANDARDS:

1. Must be able to stand for long periods of time (up to four hours), and move among all areas of the restaurant. Must have the ability to bend, stoop, lift and carry items up to 50 pounds. Subject to wet floors.

Please check the box that applies. Sign and date upon acceptance of a position with Li'L Rizzo's:

- I can perform all of the essential functions of this position.
- I can not perform all of the functions of this position without an accommodation.

Signature and Date: _____.

To e-sign click on this link: <https://mswinteractive.wufoo.com/forms/s1i0cuja0mg1g96/>