

## JOB DESCRIPTION

**POSITION:** Bartender

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The **Bartender (BAR)** is responsible for the inventory, upkeep and service of the bar. This person will work as part of a team and be highly organized, efficient and able to work in a fast paced environment.

The Bartender's role is to maintain the bar and provide exceptional service to all guests. This person will also work closely with the lodge staff on a daily basis.

With a strong understanding of guest expectations balanced with teamwork and excellent time management skills, the Bartender will be the "go to" expert for all bar related services in the lodge s/he is connected to.

### Key Reporting Relationships

- Reports to the Lodge Manager
- In-depth working relationship with the Bartending team and on-going involvement with the Area Management team and Lodge staff

### Areas of Responsibility

#### Products & Supplies

- Manage inventory of all beer, wine, liquor and supplies
- Responsible for ordering, receiving and the daily record keeping of all alcohol sales

#### Guest Satisfaction

- Work together with the Lodge staff to develop an interactive environment for guests and staff
- Make the effort to reach out to the guests to fulfill requests and exceed expectations

#### Task Management

- Able to efficiently manage numerous tasks on a daily basis within the time constraints of the day
- Flexible to work split shifts
- Willingness to assist other members of the lodge team when needed
- Ensure bar area is clean and organized

#### Safety/Regulatory/Sustainability

- Understand and abide by the OH&S and WHMIS standards and guidelines
- Demonstrate safe workplace practices
- Follow CMH Second Nature best practices
- Valid Serving It Right Certificate