Premium Bartender – Non-Tipped
UF4121

Job Overview:

The Premium Bartender is a mixologist that crafts quality cocktails and other beverages to enhance the drinking and dining experience of patrons at a variety of client sites, including lounges, stadiums, corporate offices, hospitals, and campuses. The general responsibilities of the position include those listed below, but Sodexo may identify other responsibilities of the position. These responsibilities may differ according to business necessities and client requirements.

General Responsibilities:

- Create classic and innovative cocktails, selecting the appropriate glassware, garnishing drinks and educating customers about the drink menu.
- Assessing customers' needs and preferences to make recommendations
- Take orders and serve drinks either directly or indirectly through waitstaff
- Comply with all food and beverage regulations, ensuring the bar operates efficiently, including checking identification of customers to verify age requirements for purchase of alcohol.
- Set up and maintain the bar area, ensuring it is neat, sanitary, and well-stocked, including stocking ice, beverages (beer, wine, liquor), slicing bar fruit, preparing specialty mixers, cleaning glassware, utensils and other bar necessities.
- Record all sales, collect money, operate a cash/credit card/electronic payment register and follow all cash-handling procedures as required.
- May be responsible for training and supervising employees as directed by onsite management.
- May prepare and/or sell food items.
- Attends all allergies and foodborne illness in-service training.
- Complies with all Sodexo HACCP policies and procedures.
- Reports all accidents and injuries in a timely manner.
- Complies with all company safety and risk management policies and procedures.
- Participate in regular safety meetings, safety training and hazard assessments.
- Attends training programs (classroom and virtual) as designated.
- May perform other duties and responsibilities as assigned.

Job Qualifications:

Experience/Knowledge:

- High School diploma, GED, or equivalent.
- 2 – 3 years of related experience, with a focused in high end establishments or hospitality management experience preferred.
- Proficiency in cocktail creation and thorough knowledge about different types of alcohol and mixers.

Skills/Aptitude:

- Well-versed in the art of mixing, garnishing, and serving drinks according to recipes or customers' preferences.
- Understanding of legal obligations, including laws related to serving alcohol responsibly and checking identification to verify legal drinking age
- Presents self in a highly professional manner to others and understands that honesty and ethics are essential.
- Ability to maintain a positive attitude.
- Ability to communicate with co-workers and other departments with professionalism and respect.
- Maintains a professional relationship with all coworkers, vendor representatives, supervisors, managers, customers, and client representatives.
- Ability to use a computer and/or other basic computerized equipment.
- Good working knowledge of food preparation

License/Qualifications
Certifications:

- If applicable, holds an appropriate license, certification, or permit to bartend and or service food in the city and state in which the work will be performed.
- Mixology certifications/training desirable

General Qualifications:

- Willingness to be open to learning and growing.
- Maturity of judgment and behavior.
- Maintains high standards for work areas and appearance.
- Maintains a positive attitude.
- Ability to work a flexible schedule helpful.
- Must comply with any dress code requirements.
- Attends work and shows up for scheduled shift on time with satisfactory
- regularity.

Physical Requirements:

- Close vision, distance vision, peripheral vision, depth perception and the ability to adjust focus, with or without corrective lenses.
- Significant walking or other means of mobility.
- Ability to work in a standing position for long periods of time (up to 8 hours).
- Ability to reach, bend, stoop, push and/or pull, and frequently lift up to 35 pounds and occasionally lift/move 40 pounds.

Working Conditions **(may add additional conditions specific to defined work location):**

- Generally, in an indoor setting; however, may supervise outside activities and events.
- Varying schedule to include evenings, holidays, weekends and extended hours as business dictates.
- While performing the duties of this job, the employee is primarily in a controlled, temperate environment; however, may be exposed to heat/cold during support of outside activities.
- The noise level in the work environment is usually moderate to loud.

Unit Description: Identify unit-specific job tasks and qualifications in relation to this job. List any language(s), software or registrations required to perform this job. Please describe the typical writing, speaking and presentation skills required for this job and identify the audience.

Employee signature below constitutes employee's understanding of the responsibilities, qualifications, requirements and working conditions of the position.

Employee_____ _____ **Date**_____
Manager_____ _____ **Date**_____