



Job Descriptions

Bartender Description

- Bar Set up and Take Down
- Unload and reload trucks and trailers if necessary.
- Check identification of customers to verify age requirements for consumption or purchase of alcohol.
- Attempt to limit problems and liability related to customers' excessive drinking by taking steps such as persuading customers to stop drinking, or ordering taxis or other transportation for intoxicated patrons.
- Clean glasses, utensils, and bar equipment.
- Take beverage orders from serving staff or directly from patrons.
- Serve wine, and bottled or draft beer.
- Clean bars, work areas, and tables.
- Mix ingredients, such as liquor, soda, water, sugar, and bitters, to prepare cocktails and other drinks.
- Serve snacks or food items to customers seated at the bar.
- Order or requisition liquors and supplies.
- Plan, organize, and control the operations of a cocktail lounge or bar.
- Ask customers who become loud and obnoxious to leave, or physically remove them.
- Slice and pit fruit for garnishing drinks.
- Supervise the work of bar staff and other bartenders.
- Arrange bottles and glasses to make attractive displays.
- Plan bar menus.
- Prepare appetizers such as pickles, cheese, and cold meats.
- Create drink recipes.
- Must be able to lift up to 75LBS

Waitstaff/Busser

- Set up and Take Down of Banquet Events
- Unload and reload trucks and trailers if necessary.
- Check identification of customers to verify age requirements for consumption or purchase of alcohol
- Carry food, silverware, and/or linen on trays, or use carts to carry trays.
- Place food servings on plates and trays according to orders or instructions.
- Prepare food items such as sandwiches, salads, soups, and beverages.
- Examine trays to ensure that they contain required items.
- Load trays with accessories such as eating utensils, napkins, and condiments.

- Monitor food distribution, ensuring that meals are delivered to the correct recipients and those guidelines such as those for special diets are followed.
- Remove trays and stack dishes for return to kitchen after meals are finished.
- Stock service stations with items such as ice, napkins, and straws.
- Take food orders and relay orders to kitchens or serving counters so they can be filled.
- Clean and sterilize dishes, kitchen utensils, equipment, and facilities.
- Greet Guests, Host or Doorman
- Determine where guests would like to eat their meals and help them get situated.
- Monitor food preparation and serving techniques to ensure that proper procedures are followed.
- Record amounts and types of special food items served to customers
- Must be able to lift up to 75 LBS

Prep Cook

- Follow the prep list created by chefs to plan duties
- Unload and reload trucks and trailers if necessary.
- Label and stock all ingredients on shelves so they can be organized and easily accessible
- Measure ingredients and seasonings to be used in cooking
- Prepare cooking ingredients by washing and chopping vegetables, cutting meat etc.
- Undertake basic cooking duties such as reducing sauces, parboiling food etc.
- Prepare simple dishes such as salads, entrees etc.
- Maintain a clean and orderly kitchen by washing dishes, sanitizing surfaces, taking out trash etc.
- Ensure all food and other items are stored properly
- Comply with nutrition and sanitation guidelines
- Perform other kitchen duties as assigned.

Dishwasher

Washing dishes at a professional level is different than in your own kitchen. Many restaurants and facilities have large, commercial quality washers able to wash several trays of dishes quickly. Dishwashers unload the cutlery and dishes brought to the kitchen by Bussers while loading and organizing them into trays for the washer. Commercial dishwashers are not always able to accommodate larger pans and pots so they may occasionally need to be washed by hand.

In addition, they may be asked to assist with:

- Prep work
- Taking out garbage to dumpster
- Washing and sanitizing work areas

General Staff Labor Description

- Event Staff
 - Parking Attendant
 - Ushering
 - Event Set-up and Take Down
 - Guest Services
 - Guest Registration
- Communications via portable radios
- Must be able to lift up to 75LBS