

# Lilly's On The Lake

## Bartender Position Job Description

Provide excellent service to each guest that enters the bar. Always ready to greet a guest, accommodate to their needs and serve them with the utmost respect and professionalism. When providing service to a patron the bartender should always maintain a cheerful and upbeat attitude, be able to quickly take a guest's order, prepare the order and complete the transaction in a collected manner that's swift and precise. Make them as high as possible. Approach the guest as they enter the entry to your establishment and greet with a smile. Always acknowledge a guest if you are busy with another order or guest. Let them know, "you'll be right with them". Also, bus tables, bar tops and wipe down at all times during the shift.

This is a tipped position.

Remember:

No cell phones at work. Park in the public space near the historic center or near 8th street, and you must have your ServeSafe prior to employment. You will also have to inform guest of all upcoming events, activities & specials.

\*When it's slow, there are many things you can do. Here are a few examples:

\*• Keep work area clean

- Counter tops and tables must be cleaned with disinfectant, soap and water.
- Outside furniture must also be wiped
- Clean bar top & chairs/stools (w/sanitizer spray)
- Clean glassware & bottles (No visible dust)
- Clean all refrigerator doors
- Clean bar floor mats and put them in place
- Stock glassware left in dishwasher area
- Fill ice bins to capacity
- Check ice machine is functioning properly
- Place bus tubs for each well
- Set up sanitizer buckets (one per well)
- Clean & set-up/organize bar tools & equipment
- Check pour spouts are clean & put back on bottles
- Stock & prepare garnishes according to par list
- Label & date all juices (follow FIFO)
- Set up & stock service station
- Check beer tap(s) is working
- Stock glass chiller w/beer, martini, shot glasses
- Organize daily deliveries
- Count/verify bar bank w/manager
- Empty trash
- Wipe down & clean blenders & shakers
- Wipe down & clean refrigerator doors
- Empty & clean ice bins