



Victoria Hall Server/Bartender

Department/Location: VPP

Type: Seasonal

Union/Non-Union: Non-Union

Wage Scale: \$14.00/hour

Immediate Supervisor:

Director of Marketing, Arts & Communication

Subordinate Positions:

None

Job Summary & Responsibilities:

1. Preparing Alcoholic & Non Alcoholic beverages for patrons
2. Take inventory bi-weekly
3. Order pop, wine and beer as needed
4. Grocery shopping for items for bar operation as needed
5. Manage the bar according to the AGCO guidelines, and the Municipal Liquor Policy and Smart Serve
6. Daily Activities
 - Operate bar as required
 - Clean area
 - Lock up and secure items
 - Cash deposits

Job Requirements:

1. Available to work days, evenings or weekends and holiday;
2. Efficient time management;
3. Smart Serve certified;
4. CPR/First Aid an asset;

Skills:

1. Knowledge of mixing, garnishing and serving drinks
2. Practical mathematic knowledge
3. Ability to lift 50 lbs waist high, and able to assist with set up of furniture for events as directed.
4. Ability to stand for long periods of time.
5. Work in a fast-paced, busy environment
6. Ability to bend, stretch, reach and kneel without restriction.
7. Communicate effectively.



Victoria Hall Server/Bartender

8. Deal effectively with a wide variety of personalities and situations requiring diplomacy, tact, friendliness, poise and firmness
9. Establish and maintain effective work relationships with those contacted in the performance of required duties
10. Maintain a professional, neat and well-groomed appearance, adhering to uniform requirements

Working Conditions:

INDOOR & OUTDOOR SERVING SPACE