

JOB DESCRIPTION

Job Title **BAR PERSON**

Reporting to Bar Supervisor, Bar Manager, Duty Manager, GM

Job Context You represent the hotel and depending on your friendliness and efficiency the guests will feel 'at home'. It is important that courtesy and professionalism are shown at all times, that an efficient F&B service is provided and a clean working environment is maintained.

Scope and Purpose of the Job

To prepare the bar for and carry out F&B service to the standard set by the hotel and to the satisfaction of the guests.

Primary Duties

- To know the licensing laws and Customs & Excise regulations.
- To serve all beverages to guests according to the set standards
- To keep the service and customer service areas clean and tidy
- To be fully conversant with and to comply with Health & Safety hygiene, fire and security regulations and procedures of the hotel and to ensure others are aware of their responsibilities.
- To use the cash register in accordance with Company cash handling procedures
- To wash and dry all glasses as required and to arrange for mise-en-place with particular regard to hygiene requirements.
- To have the product knowledge of all available drinks and food dishes available.
- To maintain a high level of co-operation with all other departments

Occasional Duties

- To assist management in stock taking duties
- To receive check and store deliveries as directed
- Any other duties management may deem necessary