

Title: Beverage Service Worker
PG: *
Status: Non-Civil Service
Position Reports to: Food & Beverage Manager
Department: Parks & Recreation

Class Code: 8220
Date: 09/08

GENERAL DESCRIPTION OF CLASS:

Serves and dispenses alcoholic beverages and any food products in a responsible and professional manner. Keeps all products under controlled/organized environments.

ESSENTIAL FUNCTIONS:

1. Prepares and serves drinks to customers.
2. Adjusts customer's complaints concerning service, food, and beverage.
3. Stocks and takes inventory of bar area.
4. Maintains a clean and efficient work area.
5. Closes bar and is accountable for cash and charges.

ADDITIONAL RESPONSIBILITIES:

1. Performs related work as required.

KNOWLEDGE, SKILLS, & ABILITIES:

1. Possesses full knowledge of all liquors and mixes.
2. Ability to read and interpret documents such as safety rules, operating and maintenance instructions and procedure manuals.
3. Ability to effectively present information in one on one and small group situations to customers, clients, and other employees.
4. Ability to understand and carry out instructions furnished in written, oral, or diagram form.
5. Ability to stoop, kneel, crouch or crawl
6. Ability to regularly lift and/or move up to 10 pounds and frequently lift and/or move up to 25 pounds and occasionally lift and/or move up to 50 pounds.
7. Ability to add, subtract, multiply and divide.

WORKING ENVIRONMENT/CONDITIONS:

Light work that involves walking, stooping, kneeling, crouching, or standing most of the time and involves exerting up to 10 pounds of force on a recurring basis, or skill, adeptness and speed in the use of fingers, hands or limbs.

The job requires normal visual acuity, field of vision, hearing, speaking, color perception, sense of smell, depth perception, and texture perception.

QUALIFICATIONS (EDUCATION, TRAINING AND EXPERIENCE):

1. High school diploma or its equivalent.
2. One (1) year of experience as a Beverage Service Worker.
3. An equivalent combination of education, training and experience that is determined to be directly related to the foregoing specific requirements may be substituted.
4. May be required to work overtime, or alternate hours, as necessary for the efficient operation of the department. Position may be designated as Mission Critical by Department Director.