



FRIDAY HARBOUR™
All Seasons Resort

Job Title: Bartender

Division: Resort Services

Department: Food and Beverage - Service

Responsible To: Service Manager

Role Summary

Reporting to the Service Manager, this position is primarily responsible for preparing and serving alcoholic beverages to guests. The bartender's main job is to know the standard drink recipes and can mix them quickly and accurately. Customers may have their own preferences or recipes for the bartender to follow. Bartenders also check the identification of customers to ensure that they meet the minimum drinking age.

Responsibilities

- Prepare drink orders for guests per specified recipes using measuring systems
- Issue, open and serve wine/champagne bottles
- Set up and maintain cleanliness and condition of bar, bar unit, tables and other tools
- Prepare fresh garnishes for drinks
- Stock ice, glassware and paper supplies
- Wash soiled glassware and utensils after each use
- Remove soiled wares from bar top and tables and place in designated area
- Anticipate and communicate replenishment needs
- Process all payment methods
- Secure liquors, beers, wines, coolers, cabinets and storage areas
- Take guest food orders as needed and accurately serve guests
- Stock the bar by bringing liquor bottles, mixed drink ingredients and other bar supplies from the storeroom to the bar
- Remove empty bottles and trash and replace empty beer kegs
- Serve food to customers seated at the bar
- Check identification of customers to make sure they meet age requirements
- Follow smart serve standards at all times
- Monitor, maintain and order liquor and bar supplies
- Arrange bottles and glasses to make attractive displays
- Welcome and acknowledge every guest with a smile, eye contact and a friendly verbal greeting using the guests' names when possible
- Compliance with all safety regulations of assigned tasks, and ensure a clean and safe working environment with active participation in the health and safety program
- Adhere to all environmental policies and programs as required
- Other duties as assigned

Competencies

- Business acumen and positive mindset
- Communication/logistics management



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- Organizational effectiveness
- Results oriented relationship builder
- Independent but collaborative when necessary

Characteristics

- High energy, passionate and resilient
- Game changer/high impact team player/unfazed by change or adversity
- Humble and good sense of humour
- Executive maturity, professionalism and presence
- Smart, courageous, leader

Requirements

- At least one year of related work experience
- An interest in wine and cocktail service
- Current Smart Serve certification
- Knowledge of basic sanitation controls and purpose and use of cleaning supplies
- Must possess excellent customer service skills
- Must be computer literate. Preferred candidate will have previous experience with food and beverage management software, Microsoft Word and Excel
- Strong verbal and written communication skills
- Detail-oriented and works with a high degree of accuracy
- Ability to multi-task in a fast-paced environment
- Must be extremely responsible with integrity and ability to maintain confidentiality and discretion

Working Conditions

- Must be able to work flexible hours including days, evenings, nights, weekends and holidays
- Required to move, lift, carry, pull and place objects weighing less than or equal to 25 pounds without assistance
- Stand, sit or walk for an extended period of time or for an entire shift
- Reach overhead and below the knees, including bending, twisting and pulling
- Move over sloping, uneven or slippery surfaces

Friday Harbour is an equal opportunity employer committed to hiring a diverse workforce. Friday Harbour is also committed to providing accommodations for people with disabilities. Upon request by the applicant, accommodation will be provided in all parts of the hiring process. Please contact the Human Resources department with any accommodation requests.