Job Title: Bartender

Reports to: House Manager & Event Operations Director

Job Profile

Center for the Arts is looking for an enthusiastic bartender to join our team. Center bartenders support The Center by providing quality services in order to create a positive and memorable experience for our patrons during events by providing libations, welcoming energy, and support of other team members.

Duties and Responsibilities

- Preparing alcoholic or non-alcoholic beverages for patrons
- Complete opening and closing checklists, including the management of a petty cash box
- Organizing the bar area
- Maintaining a sanitary environment and stocked bar area
- Assessing bar customers’ needs and preferences and making recommendations
- Assessing whether a customer should be refused service due to over-consumption
- Be ready to anticipate needs and assist fellow team members before they ask
- Maintaining a clean lobby, should patrons spill, tables need tending to, and busing product leftover from patrons
- Other duties as assigned

Working Conditions

This is a part-time position with a variable work schedule in a venue that hosts over 150 events a year. Weekend and evening shifts are to be expected. Must be able to work quickly in a fast-paced environment while maintaining professional etiquette.

Applicant should be able to lift at least 50lbs. Center Bartenders are required to work a minimum of four bar shifts a month, so long as there are four events in the month.

Qualifications

- Must be 21 years or older
- High School/GED or any equivalent combination of training and experience
- Experience and training in bartending and/or bar back position preferred
- The ability to stay positive and calm under pressure
- Excellent customer service skills
- Knowledge of Square preferred
- TIPS training preferred