



Job Description: Clubhouse Bartender

Department: Arlington Greens Golf Course

Immediate Supervisor: Pro Shop Manager / Golf Course Manager

Supervises: NA

Status: Part-time, seasonal position. 15-35 hours per week.

Job Summary

The Clubhouse Bartender conducts over-the-counter retail sales of alcoholic and non-alcoholic beverages and food items as well as handles cash sales, counts cash drawers and conducts periodic inventory and restocking, and assists golfers as needed. Must be at least 21 years old to be considered.

Specific duties: Provides excellent customer service, restocks all beverages at the bar as needed, ensures that all alcoholic sales are to age-appropriate customers, monitors customers for signs of intoxication or unruliness, knows correct portioning and mixes of various drink preparations, handles cash accurately and operates a POS cash register accurately, maintains Clubhouse Lounge in an orderly, clean and sanitary condition at all times.

Qualifications:

- 21 years or older
- Excellent communication skills and enthusiastic self-starter who can work independently and as part as a team.
- Must be able to: lift and carry objects weighing up to 40 pounds, push/pull objects weighing up to 20 pounds
- Able to repeatedly turn and bend
- Must obtain a food handler certificate within six months of employment
- Demonstrate a commitment to practice safety at all times
- Provide quality and courteous customer service, enthusiastic personality and professional appearance, will perform other such duties as required
- Driver's License preferred

The above is intended to describe the general content of and requirements for the performance of this job. It is not to be construed as an exhaustive statement of essential duties, responsibilities, and requirements.