



Job Title:	Bartender/Bar Server	Job Category:	Mid Level
Department/Group:	Food & Beverage	Job Code/ Req#:	FB2022012
Location:	Saratoga, WY	Travel Required:	Minimal
Level/Salary Range:	\$6.50-\$8/hr + tips	Position Type:	Part Time or Full Time
HR Contact:	Ted Roman (AGM)	Date Posted:	12/7/2022
Will Train Applicant(s):	Will Train Qualified Applicant	Posting Expires:	Until Filled
External Posting URL:	https://saratogahotspingsresort.com/employment-opportunities-saratoga-wyoming/		
Internal Posting URL:			

Applications Accepted By:

FAX OR EMAIL:

info@saratogahotspingsresort.com
(307)326-5234

MAIL:

Hiring Manager
PO BOX 869, Saratoga, WY 82331

Job Description

ROLE AND RESPONSIBILITIES

We are looking for an engaging and experienced Bartender to provide attentive and friendly service to our patrons. You must have knowledge of different types of beer, wine, and liquor, and know how to mix a variety of specialty beverages. When capacity permits, bartenders are assigned a section and are required to take orders and serve food to guests. We expect our bartenders to engage with our customers while always being aware of how much people are drinking and looking for signs that someone has had too much to drink. You will also be responsible for balancing the cash register, taking inventory of stock. Our ideal candidate will be a team player, working collaboratively with other wait staff, the Pub Manager, Sales Director, and Chef.

Basic Responsibilities of this position include:

1. Take food and beverage orders from customers or wait staff accurately and serve drinks as requested with a positive attitude.
2. Mix drinks using an extensive range of ingredients including liquor, bitters, soda, water, sugar, and fruits
3. Check identification to verify legal age requirements for all customers
4. Monitor all patrons for alcohol intake to appropriate levels
5. Provide a positive and friendly guest experience by interacting with patrons
6. Keep bar area clean, safe, and organized
7. Maintain a well-stocked bar with an adequate supply of liquor, beer, wine, mixers, ice, napkins, straws, glassware, and other accessories
8. Organize the bar area to streamline drink preparation and inventory
9. Place, receive, stock and inventory orders for liquor, beer, wine, and other supplies
10. Slice, pit, and prepare fruit garnishes for drinks.
11. Engage with customers in a friendly manner
12. Knowledge of the menu, with the ability to make suggestions.
13. Ensure tables are enjoying their meals and take action to correct any problems.
14. Collect payments from tables and patrons at bar.



15. Prepare checks that itemize and total meal costs and sales taxes.
16. Any other duties assigned

QUALIFICATIONS AND EDUCATION REQUIREMENTS

1. Minimum of 2 years of bartending and/or food and beverage experience is preferred.
2. Requires ability to lift and maneuver items weight up to 80lbs.
3. Requires ability to bend, and twist to perform normal job functions.
4. Requires the ability to stand for long periods of time

PREFERRED SKILLS

1. 2 years of leadership or management position in high volume restaurant/bar sales preferred.
2. TIPS trained and certified a plus.
3. Hospitality experience a plus with emphasis on food and beverage operations.
4. Bilingual a plus.
5. Ability to articulate and present oneself in a positive and professional manner.
6. Must be able to understand basic restaurant management software and POS systems.
7. Ability to plan and execute all banquet, catered events, business meetings, competitions, annual local events, brewery events and shows, beer pairing meals, and holiday functions.
8. Maintain and develop a safe, clean, sanitary workplace, and in their personal behavior and job performance to support.
9. All areas of operations pertaining to F&B are “Guests Ready” and maintained to a high standard of presentation.
10. Ordering and inventory controls of alcohol and beverage products.
11. Reliable, dedicated attitude with a complete understanding of impeccable service levels and true customer satisfaction
12. Excellent customer service skills.
13. Exceptional organizational, leadership, problem-solving, and communication skills.

ADDITIONAL NOTES

Employee housing is available to employees or potential employees who qualify. To inquire about or apply for employee housing, please contact Ted Roman at troman@saratogahotspringsresort.com

Additional Employee Benefit will be provided at interview.

Reviewed By:	Ted Roman	Date:	12.9.2022
Approved By:	Cheena Parsons	Date:	
Last Updated By:	Kay Ledgerwood	Date/Time:	12.7.2022