

# Charmant

**Title:** Seasonal Rooftop Bartender  
**Reports to:** Front of House (FOH) Supervisor/Manager  
**Job Classification:** Part time - Non-Exempt

## Job Description

As a team member of The Charmant Hotel, your job is to fulfill our mission, to provide an elevated guest experience, rooted in our unique history, while delivering the true spirit of hospitality. Creating an exceptional experience for our guests are the expectations of this position.

## Job Responsibilities

- Consistently serve beverage and food in accordance with established policies and procedures standards
- Greet and welcome guests and respond to their requests in a friendly, courteous and timely manner
- Check identification of customers to verify age requirements for purchase of alcohol
- Attend pre-shift meeting in order to learn function specifics, including bar specs and guest expectations
- Stay updated on current menu choices, specialties and menu deviations, menu availability including preparation, ingredients and description. Stock bar with beer, wine, liquor, and related supplies
- Perform basic cleaning tasks as needed or directed by supervisor
- Obtain revenues, accept payment, issue receipts
- Follow attendance rules
- Uphold health and safety standards
- Adhere to grooming and appearance standards
- Adhere to TCH policies, laws and requirements pertaining to serving alcoholic beverages
- Attend all employee meetings and trainings beyond scheduled shifts as required
- Learn and demonstrate all TCH standards of service
- All other related responsibilities assigned by management

## Job Requirements

- Must be 18 years of age or older
- Must have a high school education or equivalent experience
- Minimum of 2 years of food and beverage experience
- Must have valid bartender's license
- Great wine and food knowledge
- Able to work independently without direct supervision
- Demonstrate high degree of drive and determination
- Constantly recommend service and product improvement to better the operation
- Maintain complete knowledge of and comply with all departmental policies/service procedures/standards
- Assist with responsibilities and duties in other departments and as assigned by management
- Due to cyclical nature of the hospitality industry, associates may be required to work varying schedules to reflect the business needs of the hotel

## Teamwork

- Maintain a good working relationship with other associates by promoting teamwork and fostering a harmonious working climate. Partake in a positive work ethic and surrounding environment

## Physical Requirements

- Continuous standing and walking 4-5 hours at a time
- Fine motor coordination is needed to pour beverages, decorate cocktails and folding napkins
- Trays weigh 30 lbs.
- Carts: 250 lbs. (12-20 lbs. Of push/pull force required)
- Hot box: 20 lbs.
- Carrying stackable banquet chairs by loading the cart continuous

The Charmant Hotel does not discriminate on the basis of disability, veteran status or any other basis protected under federal, state or local laws. The Charmant is a smoke-free, drug-free facility, and equal opportunity employer.