



EXPERIENCED PART-TIME BAR STAFF REQUIRED

SALARY: £9.50 - £10 per hour

Main Purpose of the Post

To ensure the highest standards of welcome, presentation and safety are provided and to staff the bar before and during events, private hires and weddings at the Barn.

The post-holder will work within a small multi-disciplinary team where a positive approach to team working is vital.

The post-holder will need to demonstrate excellent communication and strong customer service skills as well as knowledge of bartending and the hospitality sector.

The post-holder has the responsibility to continuously adhere to all legal requirements for selling and serving alcohol and to the Health & Safety practices and policies of the Barn and will need to demonstrate the ability to work unsupervised.

Main duties of the Post

- Attending mandatory bar and related training as required
 - Taking beverage orders from customers or wait staff and serving drinks as requested, paying extreme attention to detail
 - Satisfying patron requests in a timely manner
 - Assessing customer preferences and making drink recommendations
 - Providing a positive and friendly guest experience by interacting with patrons
 - Collecting money for drinks served and providing change as needed
 - Checking identification to verify legal age requirements for all customers
 - Balancing cash receipts
 - Keeping a well-stocked bar with an adequate supply of liquor, beer, wine, mixers, ice, glassware and other accessories
 - Informing the Duty Manager of low stock
 - Cleaning the bar, tables, chairs, and work area to maintain a sanitary environment
 - Following good housekeeping guidance and ensuring spills on floors and breakages are cleared quickly and responsibly
 - Organising the bar area to streamline drink preparation and inventory
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- Slicing, pitting, and preparing fruit garnishes for drinks
 - Complying with all food and beverage regulations
 - Limiting customer problems by restricting alcohol intake and attempting to curtail inappropriate behavior

the Barn | Banchory | AB31 5QA | www.thebarnarts.co.uk | 01330826520

the Barn is run by Woodend Arts Ltd, a registered Scottish Charity SC022620

Woodend Arts Ltd is not-for-profit company, limited by guarantee, Company No. 392079



- Bar set up, lifting stock and glassware
- Working under pressure in a high demand environment
- Working alongside volunteers

Health & Safety

The Bar Team are responsible for

- continuously adhering to the Health & Safety practices and policies of the Barn
- ensuring the Public Entertainment License, Liquor License, Fire Regulations and Emergency Procedures are strictly adhered to
- Supporting the Duty Manager with ensuring safe evacuation of the building in the event of an emergency and liaising with emergency services
- Paying attention to customer care for patrons with disabilities

General

The Bar Team are responsible for

- acting, at all times, as an Ambassador for the Barn
- always being visible and professional
- dealing with or escalating to Duty Manager customer queries and/or complaints as well as operational difficulties quickly, confidently, effectively and appropriately

Personal specification

Essential Qualities

- Over 18 years old
 - Experience with bartending
 - Experience of working in the hospitality industry
 - Proven ability to provide a high level of customer service
 - Attention to detail in matters of public safety
 - Organised and an excellent time keeper
 - Enjoy working with the public
 - Cheerful, friendly and warm personality
 - Willing to work as part of our team
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- Able to work under own initiative
 - Confident and able to take informed decisions
 - Strong interpersonal skills
 - Able to communicate effectively with all colleagues and customers

Desirable:

- 1 Day First Aid at work qualification
- Fire Warden qualification

**Summary of conditions of employment:**

This is a zero hours' contract

- Hourly rate of pay: £8.75 - £10 per hour
- Holiday: 32 days pro rata per year
- Probationary period: 6 months
- Notice period: 28 working days

Location

This position will be based at the Barn, Burn o' Bennie, Banchory, AB31 5QA

To apply please submit an up to date CV and cover letter outlining your professional experience and suitability for the post, making specific reference to the job requirements and criteria. Please include 2 professional references with your application.

Application deadline

midnight Thursday 14 April 2022

Interviews

wk beginning 18 April 2022

Please send all applications to mail@thebarnarts.co.uk or by post to the Barn, Burn o' Bennie, Banchory, AB31 5QA marked **Bar Team**