



Beverage Cart Attendant

JOB SUMMARY: Under the supervision of the Director of Golf, responsible for the preparation of beverage cart sales while on course and inventory controls of stock. Distribution of assorted beverages, alcoholic drinks and various snacks.

EDUCATION, EXPERIENCE & TRAINING: High school diploma or equivalent. Must be at least 21 years of age. Bassett Certification and Food Handler Certification required. Minimum one year experience in beverage or food service.

Supervised By: **Director of Golf**

KNOWLEDGE, SKILLS & ABILITIES: Knowledge in the preparation of alcoholic beverages. Good math skills for proper handling of money. Thorough knowledge of POS system.

DUTIES AND RESPONSIBILITIES:

- Prepare an assortment of alcoholic and non-alcoholic drinks, serving alcoholic drinks only to those 21 years old or older. Bartenders should ask for proof of age if person's age is questionable.
- Prepare and serve various snacks.
- Receive and record all monetary transactions.
- Maintain a clean and orderly cart at all times.
- Project yourself in a positive and professional manner with guests and co-workers at all times.
- Inspect cart to see that maintenance problems are corrected promptly, reporting these problems to the Director of Golf.
- Keep work area properly stocked, must be able to lift and carry 25 pounds for 25 yards.
- Follow all State of Illinois liquor policies.
- Perform other duties as assigned by the Director of Golf.
- Perform all job tasks within the rules and guidelines of the Fyre safety program.
- Work as a Team Player with co-workers and in conjunction with other departments.

COGNITIVE CONSIDERATIONS: Must possess good math skills to properly handle money. Must have good judgment to recognize and stop serving an intoxicated customer. Must be able to relate to other people in a professional manner. FLSA This is a part time, hourly, non-exempt position

HOURS Hours will be set by the Director of Golf, must be willing to work Friday, Saturday and Sundays which are the busiest time for the Golf Course.