



Event Bartender

Company Information

We are a growing full service catering company seeking on-staff Event Bartenders to apply and be trained for the upcoming season. As a boutique catering company we offer completely customized events for our clients and the highest level of service standards. As a chef driven company, we love to create delicious food and memorable events! As an Event Bartender, you will work with both internal and external clients both in our facility and at events, producing amazing events as part of a TEAM. We are a professional organization that values excellence, integrity, quality, hospitality and balance. We are also a smoke-free company.

Job Position Description

Part-time position, hours vary week to week based on events, seasonal.

Event bartenders are responsible for reporting to either events or the commissary to work events. You will work events with bar service ranging from beer & wine, to craft cocktails and full liquor premium bars. You may work social events, corporate events or weddings, at indoor and outdoor venues. Event bartenders will be expected to work as part of a team, with a positive attitude, and understand that your role is vital to the importance of a successful event. We need bartenders that will provide professional service and delicious cocktails that will pair with our delicious food. This position reports to the event captain directly onsite and operations team when required.

Duties and Responsibilities

- Serve guests beverages during an event including but not limited to, beer, wine, liquor, champagne, non alcoholic beverages.
- Setup and breakdown of bars for events, including possibly reporting to commissary prior to check out equipment, supplies, beverages, decor, etc.
- Setup and breakdown will include unload and reloading trucks, completely stocking the bar for service in a timely manner, icing down beverages to the proper temperature, checking inventory, cleaning, etc.
- Be courteous, friendly and hospitable toward event guests and co-workers
- Attend pre-event meetings held at the commissary if required for larger events
- Open bottled wine for guests
- Bus and set tables, as needed to assist event service staff

- Setup and breakdown of food buffets and unique stations, as needed
- Communicate guest, client and staff feedback to event captain in a concise and timely manner
- Anticipate guest and host needs, respond promptly and acknowledge all guests in a friendly manner
- Ensure compliance of safety standards and company policies and procedures
- Maintain and exemplify high level service standards and requirements for events
- Complete all setup work and breakdown work, as supervised by the captain prior to departure
- Communicate event changes and modification efficiently to Event Captain as they arise throughout events
- Identify situations that compromise the company's reputation and brand image
- Maintain clean appearance, groomed and clean and pressed uniform
- Understand guest safety with regard to alcohol and responsibly pour for guests using personal experience and opinion, understanding we want all guests to make it home safe at the conclusion of an event
- Understand how to manage guests that have over imbibed and maintain professional composure
- Complete all required beverage inventory sheets at start and completion of events
- Properly and correctly repack beverages for transport back to the commissary
- Perform final site inspection with event captain to make sure that closing duties have been completed and that site is left clean
- Monitor and handle all guest complaints through acknowledgment and pacification. Elevate any serious problem or guest complaint to event captain right away to mitigate consequences
- Perform other duties as assigned

Requirements

- High School Graduate or Equivalent
- TIPS Certification required
- Minimum 2 years experience in bartending, restaurant service, etc., experience in banquets a plus.
- Nights and weekends required
- Non Smoker

Essential Qualifications

- **Strong customer service skills** - an individual that understands what it means to go above and beyond to make a guest happy.
- **Attention to detail** - it's often the minor details that go overlooked. Those are the details that can take an event from good to extraordinary. We are looking for someone who understand the importance of those details and takes a proactive approach to ensure those details are attended to.
- **Speaking skills** - as the main contact with the guests, you must be able to speak with the guests/hosts with confidence about the food and beverage products you are presenting. You must be a PEOPLE PERSON!
- **Stamina** - As event bartender, shifts will often be long and tiring. You should be able to work long hours on your feet, lift heavy objects (up to 50 lbs), and be ready to do it all again the next day.

Physical Demands

This position requires an individual that will regularly lift/push/pull up to 50 lbs. You must have the ability to work on your feet for long periods of time being very active (6-8 hours). May work events that are outdoor and exposure to heat, rain and mother nature's elements.

For consideration, please read and understand all responsibilities, skills and job requirements set forth above. If you feel you would be a great match for this position, send us a cover letter detailing why you would be a great fit, and your current, up-to-date resume. Please no smokers, we are a smoke-free company.

Cover letter and resume may be sent to:
employment@tastebudscustomcatering.com

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