



GOLD RIVER CASINO/CASINO OKLAHOMA JOB DESCRIPTION

Department: Food and Beverage

Job Title: Bartender

Job Summary: Sell and serve alcoholic beverages to customers that are the legal drinking age and to maintain a clean, orderly, and well-stocked bar. Ensure compliance with legal requirements.

Supervision Received: F&B Supervisor

Supervision Exercised: None

Essential Job Functions:

- Working knowledge of food and beverage laws and regulations.
- Recognizes levels of intoxication and prevent customers from being overly intoxicated.
- Maintains a safe work environment at all times.
- Informs customers about current bar specials and practices suggestive selling beverages and food.
- Restock bar supplies, such as dry goods, all glassware, all juices, sodas, and garnishes.
- Informs manager or supervisor when supplies are needed.
- Full bar service including beer and crafted cocktails.
- Helps maintain cleanliness of bar and lounge areas and equipment, TV, signs, tables, chairs, etc.
- Cleans all bar tables, ashtrays and wipes clean and checks chairs for spills.
- Maintain and clean all alcohol and soda control devices.
- Records all sales by ringing exact amounts into register.
- Greet customers in a courteous manner, with world-class service in mind.
- Review any shortages and overages and record it for management's review.
- Setup bar area and seating area prior to opening.
- Maintain security of all bar supplies and inventory and maintain record of daily operations as required.

- Changes tap on empty kegs and report any problems or leaks to manager or supervisor.
- Check opening inventory and note any shortages or changes.

- Perform all other duties as assigned

MINIMUM QUALIFICATIONS

Education:

- High school diploma or GED equivalent

Knowledge, Skills, and Abilities:

- Ability to work with small, delicate, and sensitive equipment (knives) requiring fine finger dexterity.
- Must possess excellent customer relations and communication skills.
- Must be able to push, pull or drag up to 150 pounds.
- Must be able to lift and carry objects up to 50 pounds.
- Must have ability to use good judgment in intense situations.
- Must be able to follow all instructions, written and oral.
- Must have basic math skills.
- Must possess good organizational skills.
- Must have ability to multi-task in a fast pace environment.
- Must be able to work in a casino environment where second hand smoke, loud noises and flashing lights are present.

Training and Experience:

- Six (6) months customer service experience in a bar environment or related field preferred.

Licenses/Certifications/Other:

- Must be able to pass background check and receive a gaming license from the Office of the Delaware Nation Gaming Commission as required to work in gaming operations.
- Must be twenty-one (21) years old.
- Must be able to complete pre-employment drug test with a negative result.

I acknowledge that I have read and understand my duties and responsibilities.

Employee Signature

Date