



Bartender

Job Description Duties, Responsibilities, Expectations

Bartenders of the Templeton Center are responsible for operating the bar during events and providing guests with an excellent and enjoyable drinking experience. The successful candidate will be friendly, out-going, organized, adaptable, and possess excellent communication skills. A dedication to integrity and honesty are paramount during employment. The Bartenders are responsible to the General Manager and Bar Manager and will adhere to the stated objectives of the position by meeting the following basic qualification and skills, and performing the following essential functions.

Section 1: BASIC MINIMUM QUALIFICATIONS

- Excellent written and verbal communication skills
- Excellent customer service skills
- Ability to adhere to the State of Iowa Alcoholic Beverages Division's rules and regulations regarding service and sales of alcoholic beverages
- Mix and serve beer, mixed drinks, wine, and other beverages, as requested
- Ability to maintain a clean and efficient working environment
- Restocks and assists with inventory of all bar-related supplies
- Support the responsible consumption of alcoholic beverages by people of legal drinking age
- Maintains security of all bar supplies and inventory
- Maintains record of daily operations as required
- Successful completing of I-PACT (Iowa Program for Alcohol Compliance Training)
- Must be 21 years of age

Section 2: EMPLOYMENT INFORMATION

Classification: Part-time
Rate of Pay: Depending on Qualifications
Reports to: Bar Manager & General Manager