

# Granite Gorge Mountain Park

## JOB DESCRIPTION

**Title:** Bartender Tier I  
**Reports to:** Roxbury Lead  
**Department:** Base Area Operations  
**FLSA Status:** Non-exempt  
**Job Type:** Seasonal  
**Age Requirement:** 18+

### **Job Summary:**

As a Bartender Tier I at Granite Gorge Mountain Park, you will be responsible for providing excellent customer service, preparing beverages, and maintaining a clean and organized bar area. This role does not include supervisory duties but requires close interaction with guests and teamwork with other staff to ensure a positive experience for all visitors.

### **Key Responsibilities:**

#### **Customer Service & Interaction:**

- Greet and serve customers in a professional and timely manner, as per training guidelines.
- Interact in a professional, friendly, and courteous manner with all guests, promoting a guest service culture.
- Check in with customers to ensure their experience is satisfactory and handle various impromptu requests.

#### **Beverage & Food Preparation:**

- Prepare alcoholic, non-alcoholic, and other beverages for customers and servers in accordance with standard recipes.
- Prepare all condiments to garnish drink orders and ensure customers eating at the bar have the appropriate tableware.
- Process food orders and enter them into the POS system.

#### **Bar Maintenance & Stocking:**

- Refill ice wells, change beer kegs, and restock napkins and straws regularly as needed.
- Keep the bar stocked with liquor, syrups, glasses, napkins, and all other necessary items before and during service hours.
- Maintain a clean bar at all times, wiping the bar regularly, disposing of debris and bottles, and washing glasses as needed.
- Remove dirty dishes and trash, clean up spills, and organize the counter.
- Check and maintain stock of glassware, beverages, and bar supplies, and communicate shortages to management.

#### **Compliance & Safety:**

- Ensure all customers are of legal drinking age.

- Adhere to all restaurant/bar policies and procedures, with special attention to health and safety protocols.
- Uphold sanitation and food safety principles.
- Communicate health and/or safety concerns/violations immediately to management.
- Obtain and upkeep all required certifications.

**Teamwork & Support:**

- Assist other staff with duties when assistance is needed, including covering for staff members who are out.
- Follow company policies and procedures to ensure compliance with all applicable state or federal laws.
- Perform other duties or projects as assigned.

**Other Duties as Assigned:**

Perform other duties as assigned to support the overall success of Granite Gorge Mountain Park.

**Qualifications:**

- **Knowledge:** Proficient in alcohol and mixed drink preparation.
- **Age Requirement:** Must be 18+ years of age.
- **Skills:** Strong verbal communication, positive attitude, strong customer service, problem-solving, multitasking, prioritizing, and time management.
- **Work Ethic:** Ability to take direction, follow recipes, and maintain cleanliness in a high-pressure environment.
- **Team Player:** Demonstrates a strong work ethic, adaptability, and professionalism.
- **Independence:** Ability to work independently and take initiative.
- **Professionalism:** Must handle high-stress situations with diplomacy and maintain an enthusiastic and proactive attitude.
- **Technology Skills:** Basic technology skills and the ability to quickly learn and adapt to using point-of-sale (POS) systems and relevant software.
- **Transportation:** Must have reliable transportation, especially in winter New England weather conditions
- Flexibility to work evenings, weekends, and holidays as needed.
- The ability to obtain ServSafe Alcohol Certification
- The ability to obtain NH TIPS On Premise Alcohol Training Certification

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions

While performing the duties of this job, the employee is regularly required to stand, walk, sit, use hands and talk or hear. The employee is regularly required to reach with hands and arms, stoop, kneel, crouch or crawl. The employee is occasionally/regularly required to lift up to 50 pounds. Specific vision abilities required by this job include close vision, distance vision, depth perception and ability to adjust focus.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly exposed to wet or humid conditions (non-weather), works near moving mechanical parts, may be exposed to fumes or airborne particles, toxic or caustic chemicals, extreme cold (non-weather), extreme heat (non-weather) conditions, runs the risk of electrical shock and may be exposed to vibration.

The noise level in the work environment is usually moderate/loud/very loud.



**ACKNOWLEDGMENT FOR RECEIPT OF JOB DESCRIPTION: Bartender Tier I**

I have received a copy of the Job Description and have read and understood its contents.

\_\_\_\_\_  
Employee Name (Please Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Signature