

# Employee Requisition Form

**Position to Be Filled:** F/B Bartender

**Purpose:** Provide exemplary customer service to the Guests of the Tachi Palace Hotel & Casino by maintaining a positive entertainment environment for all guests and co-workers while preparing beverage orders received from guests or Beverage Servers.

**Required Qualifications / Essential Duties:**

- Ensure the venue is appropriately equipped for upcoming shift and that venue has adequate coverage
- Must inventory and stock bar to appropriate levels prior to each shift accounting for any missing product and recording appropriately and all items being removed from the bar on spillage and / or waste sheets
- Ensure drink preparation meets the quality standards for eye appeal, texture, color and taste by observing and inspecting preparation before delivery to guests. Maintain drink specifications including established portion controls in an effort to control costs
- High School Diploma or GED preferred
- Must be 21 years of age or older
- Education in Bartending helpful
- Minimum 1 year experience in a fast paced bar environment plus 6 months minimum bartending experience required

\*\*\*Equivalent combinations of experience and education may substitute\*\*\*

Must be able to certify in alcohol training program within allotted time period

**Reports To:** F/B Assistant Manager

**Starting Rate of Pay:** D.O.E

**Approximate Hours:** 40

**Date Needed:** ASAP

**Filling Deadline:** Open Until Filled

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Recruitment Representative  
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Date Posted