**Bar Services Team Member**

**Westminster Canterbury on Chesapeake Bay**

3100 Shore Drive Virginia Beach, VA 23451

**JOB DESCRIPTION**

The primary purpose of this position is to be responsible for creating an enjoyable dining experience for resident and their guests in accordance with the current federal, state and local standards, guidelines and regulations, with our established policies and procedures, and as may be directed by the Dining Services Supervisor, Retail Services Manager and/or Director of Dining Services to ensure that quality food service is provided at all times. Responsibilities include but not limited to providing quality service at all times. Team members working in this position will be trained and expected to perform as, Wait staff, Busser, Runner, Host/Hostess, and Cashier.

**RESPONSIBILITIES**

* Responsible for creating an enjoyable dining experience for residents and their guests, maintaining a good rapport with residents. Provide upscale proper service to residents and guests in all venues and for special events. Follows established style and order of service in daily assigned position.
* Preforms the duties of a bartender, understanding the proper alcohol service rules and regulations.
* Performs correct inventory counts and accurately pours controlled beverages.
* Must have the ability to understand service flows and make recommendations for the seating of residents in the dining room and satisfactorily handling situations as they arise.
* Completes assigned “before and after” side work tasks, including timely setting and bussing of tables before and during meal service. Stores, dates and labels food and beverage items properly at the close of meal service.
* Ability to work well independently given proper direction. Follows rules concerning personal appearance and work performance, must adhere to uniform policy and standards. Possess the ability to cope with difficult situations, confer with Dining Supervisor regarding unusual problems.
* Ability to use a computer tablet to properly charge for purchased items, performs cash transactions as trained.
* Responsible for proper hot and cold food delivery, including accompaniments and garnishes.
* General knowledge of and adherence to safety and sanitation rules and practices. Keeps entire working area clean and organized, not allowing clutter in the service area during service. Properly cleans and sanitizes work area and equipment.
* Documents cooler and freezer temperatures as required.
* Demonstrates knowledge of fire safety procedures and assists with evacuation of venues to safe location in the event of fire or other emergency. Performs all other duties as assigned.

**QUALIFICATIONS**

* Must be a minimum of twenty-one (21) years of age.
* Previous Bartending experience
* Ability to read, write, speak and understand English.
* Ability to use simple math concepts: good communication skills: sound mental and physical health: ability to get along with others, to demonstrate a high level of sensitivity and interest in people, especially older adults.
* Must be available to work nights, weekends, holidays and special events designated by Westminster Canterbury.
* Must have knowledge of Virginia ABC rules and regulations.
* Prior food service experience is helpful but not required.
* Physical Requirements:
  + Capable of lifting, carrying and balancing a 20-30-pound tray
  + Frequent stooping and bending
  + Lifting, pushing pulling and moving a minimum of 50-pound cart
  + Ability to maneuver independently and safely around the work area.
  + Capable of standing and walking for three to eight hour shifts.
  + Ability to see and hear, or to use prosthetics that will enable these senses to function adequately to assure that position requirements can fully be met.
  + Sufficient manual dexterity to operate a fire extinguisher and to manipulate kitchen equipment, including can opener, and knives.
  + The ability to wipe the complete surface of a table.
* Performance of job tasks will involve exposure to cleaning chemicals requiring precautions.

**BENEFITS**

* Health & Dental Available Day 1 for new employees!
* Dental Insurance
* Life Insurance
* Long-term Disability Insurance
* Medical Insurance
* Short-term Disability Insurance
* Employee Assistance Program
* Retirement Plan with employer match
* Paid Time Off (PTO)
* Employee Discounts
* Excellent Advancement Opportunities
* Scholarship Program for Employees/Family Members
* Tuition Assistance
* Six paid holidays
* Vision