

JOB DESCRIPTION

Job Title: Barback

EL MONO
FRESH FLAVORS OF PERU

Reports To

Assistant Manager

Job Summary

Provide timely, accurate and friendly service while preparing the highest quality beverages for our guests. Each bartender's primary objective is to show our guests such a marvelous time, they will want to return.

Activities & Responsibilities

Primary

- Promote, work, and act in a manner consistent with the mission of **EL MONO**: *To change lives one palate at a time by making available Prime Peruvian Cuisine to all types of patrons wanting to embark on an unforgettable culinary adventure.*
- Prepare and serve alcoholic and non-alcoholic drinks consistent with the restaurant's standard drink recipes.
- Accept guest payment, process credit card charges, and make change if necessary.
- Check identification of guests to verify age requirements for purchase of alcohol.
- Insure that glasses, utensils, and bar equipment are clean and sterilize.
- Stock bar with beer, wine, wine based specialty drinks, and related supplies such as ice, glassware, napkins, or straws.
- Present drink menus, make recommendations, and answer questions regarding beverages.
- Take beverage orders from serving staff or directly from guests seated at the bar.
- Clean bars, work areas, and tables.
- Mix ingredients, such as wine based alcoholic drinks, water, sugar, and garnishing's, to prepare cocktails and other drinks.
- Arrange and maintain bottles and glasses in an attractive and functional manner to support efficient drink preparation, promotion of beverages, and attractive displays.
- Maintain cleanliness in all areas of the bar including counters, sinks, utensils, shelves and storage areas.
- Recognize and learn the names of regular guests
- Assist the restocking and replenishment of bar inventory and supplies.
- Report all equipment problems and bar maintenance issues to management, i.e. Assistant Manager and/of GM.
- Attend all scheduled employee meetings and offers suggestions for improvement.
- Coordinate with and assist fellow employees to meet guests' needs and support the operation of the restaurant.
- Fill-in for fellow employees where needed to ensure guest service standards and efficient operations.

Supplemental

- Plan, organize, and control the operations of the bar.
- Order or requisition wine based alcoholic drinks, beer, sodas, house drinks, and supplies.
- Provide guests with information about local areas, including giving directions.

Tools & Technology (examples in parentheses)

- Credit card processing machines
- Cash registers
- Cocktail shakers or accessories (3-piece and 4-piece cocktail shakers, pour spouts, spirit measures)

- Commercial use:
 - blenders, graters
 - cutlery
 - dishwashers
 - juicers
 - mixers
 - strainers (4-prong strainers, cocktail strainers, Hawthorn strainers, julep strainers)
- Non-carbonated beverage dispenser
- Point-of-sale receipt printers
- Point-of-sale terminals and workstations
- Touch screen monitors
- Internet browser software
- Point-of-sale software (Breadcrumb)

Minimum Qualifications

- Able to understand and speak using the predominant language(s) of guests, i.e. English & Spanish Fluency Preferred
- Knowledge of service and food and beverage, generally involving at least one year of front-of-the-house operations.
- Excellent basic mathematical skills
- Able to handle money and operate a point-of-sale system
- Able to work in a standing position for long periods of time (up to 5 hours)
- Able to safely lift and easily maneuver trays of food and containers weighing up to 50 pounds
- Stamina to work 50 to 60 hours per week