

# Job Posting

## 37 Bar & Grill Server/Bartender



WHITE PINES  
— GOLF CLUB —

### DESCRIPTION

White Pines Golf Club & Banquets / 37 Bar & Grill is currently searching for Servers with light bartending skills, needed for the busy wedding and golf season at our 36 hole golf club. As a server at 37 Bar & Grill at White Pines Golf Club, you will be responsible for ensuring our guests receive the ultimate hospitality experience. This position requires someone who likes to talk, laugh, smile and work in fast paced environments.

### DUTIES AND ESSENTIAL JOB FUNCTIONS

- Must maintain a professional and courteous attitude at all times
- Arrive promptly for shift in proper uniform
- Must maintain proper handling of all food and beverage products
- Must perform all side work as required
- Perform additional duties related to job as assigned
- Enthusiastically greets customers entering restaurant, offering friendly service to all guests
- Prepares room for dining by prepping tables and setting decorations, condiments, candles, napkins, service plates, and utensils
- Protects establishment and patrons by adhering to sanitation, safety, and alcohol beverage control policies
- Check identification of customers to verify age requirements for purchase of alcohol
- Attempt to limit problems and liability related to customers' excessive drinking by taking steps such as not serving intoxicated guests, notifying a manager, and offering to call a friend or a cab for the guest
- Helps patrons select food and beverages by presenting menu; offering cocktails and appetizers; suggesting courses; explaining the chef's specialties; identifying appropriate wines; answering food preparation questions
- Transmits orders to bar and kitchen by recording patrons' choices and entering into POS Micros System; identifying patrons' special dietary needs and special requests. Keeps kitchen staff informed by noting timing of meal progression. Serves orders by picking up and delivering patrons' choices from bar and kitchen; delivering accompaniments and condiments from service stations
- Responds to additional patron requirements by inquiring of needs; observing dining process
- Maintains table setting by removing courses as completed; replenishing utensils; refilling water glasses; being alert to patron spills or other special needs
- Concludes dining experience by acknowledging choice of restaurant; inviting patrons to return, and thanking them
- Obtains revenues by totaling charges in POS system; issuing bill; accepting payment; delivering bill and payment to host; returning change or credit card and signature slip to patrons
- Works as a team member to support other restaurant employees in their duties.
- Maintains a clean and orderly service station
- Completes other general cleaning duties and side work
- Stocks and maintain restaurant and bar as needed
- Other duties as assigned by Managers including assisting in Banquet operations

### QUALIFICATIONS

- Applicants must be at least 21 years old and able to work flexible shifts to include days, nights, weekends and holidays.
- 1-2 years of previous serving/bartending experience required.
- Must be willing to cross train and be a team player.
- Experience in POS systems (GolfNow) preferred.
- Must have quality written verbal, and interpersonal communication skills.

- Must have BASSET certification (or obtain within 30 days of hire)
- Must have Serv Safe Food Handlers certification (or obtain within 30 days of hire)
- Must be available for at least 3-4 shifts weekly
- Must be able to stand, sit, walk, push, pull, lift, grasp and bend for up to 6 hours at a time
- Must be able to lift up to 50 lbs. rarely, 30 lbs. frequently and 20 lbs. constantly

**JOB STATUS** Part time/Seasonal                      **DEPARTMENT** White Pines Golf Club

**FSLA STATUS** Non-Exempt                              **SALARY** \$6.60 per hour

**HOURS** Positions are for morning/daytime, evening/late, weekday and weekend shifts. Hours are varied. Must be able to work early mornings, late evenings, holidays and weekends. Part time/Seasonal with 1,000 hours maximum per calendar year.

**HOW TO APPLY** Qualified applicants may submit application and resume to Christina Lykouretzos, Facility Events Coordinator at [clykouretzos@whitepinesgolf.com](mailto:clykouretzos@whitepinesgolf.com)