

BARTENDER JOB DESCRIPTION/SKILL SHEET

A bartender mixes and serves alcoholic and nonalcoholic drinks to patrons of bar, following standard recipes.

Physical Demands - Mildly active w/light lifting, carrying, or moving (up to 20 lbs)

Aptitudes - Average General Learning, Verbal, Numerical, Clerical and Motor Coordination

CORE SKILL COMPETENCIES/INDICATORS:

- ✓ Can demonstrate proper opening and closing procedures and daily routine common to most bar operations.
- ✓ Can demonstrate proper procedure for checking identification of customers seated at the bar to ensure they meet the minimum age requirement for the purchase of products containing alcohol.
- ✓ Can demonstrate knowledge of the legal responsibilities of a bartender under the Wyoming liquor law and third-party liability law.
- ✓ Can demonstrate knowledge of (can describe) standard drink recipes.
- ✓ Can demonstrate and distinguish between different types of drink preparation, i.e., drinks poured over ice, two-part highballs, and cocktails prepared in a shaker, blender and freezer can.
- ✓ Can demonstrate proper free pour pouring technique.
- ✓ Can demonstrate proper measured pour pouring technique.
- ✓ Can demonstrate ability to mix drinks accurately, quickly, and without waste.
- ✓ Can demonstrate proper technique used to open and serve wine.
- ✓ Can demonstrate proper technique used to open and serve draught and/or bottled beer.
- ✓ Can demonstrate ability to operate *automatic* equipment to mix drinks of varying complexity.
- ✓ Can demonstrate ability to distinguish between different types of glassware for use with mixed drinks and for after-dinner drinks.
- ✓ Can demonstrate ability to collect money for drinks served and make proper change, as needed.
- ✓ Can demonstrate ability to operate a cash register.
- ✓ Can demonstrate procedures for ordering and maintaining an inventory of liquors, mixes and other bar supplies.
- ✓ Can demonstrate ability to arrange bottles and glasses to make attractive displays.
- ✓ Can demonstrate ability to properly clean glasses, bar, equipment and polish bar fixtures.
- ✓ Can demonstrate proper technique for slicing and pitting fruits for garnishing drinks.
- ✓ Can demonstrate ability to prepare appetizers, such as pickles, cheese and cold cuts, and serve food items to customers.
- ✓ Can demonstrate ability to deal with people beyond giving and receiving instructions.