

Park County

Job Description



Title:	Beer Garden Server	Code:
Division:	Beer Garden Crew	Effective Date: 4/5/2016
Departments:	Events	Last Revised:

GENERAL PURPOSE

Perform duties related to the general operation of malt beverage dispensing area. Responsible for supplying malt beverages to appropriate aged fair patrons. Conduct all duties necessary to maintain the beer garden area in a clean, safe and operable condition. Responsible for product presentation and overall cleanliness of service area.

SUPERVISION RECEIVED

Works under the general supervision of the Events Administrator.

SUPERVISION EXERCISED

None, although may serve as project leader or provide guidance to other department staff.

ESSENTIAL FUNCTIONS

Adhere to facility and event policies and procedures.

Provide excellent customer service to internal and external customers and suppliers.

Understand the legal responsibilities for alcohol servers. Understand types of illegal alcohol sales. Knowledge and skill in checking IDs and documenting incidents. Sell and serve malt beverages to legal aged fair patrons.

Collect money for sales and make correct change. Reconcile daily sales. Perform daily cash-out procedures balancing tills and sales, following established fair guidelines and procedures.

Replenish and track inventory as needed.

Prepare Beer Garden facility for patrons. Various duties inherent to the set-up and cleaning of Beer Garden at the annual Park County Fair held on the fairgrounds. Clean and store all equipment after event.

Understand how alcohol consumption affects people. Recognize signs of intoxication. Provide customer-friendly, responsible alcohol service.

Assist in identifying and minimizing risks to individuals and equipment. Assist with traffic flow, evacuations and other crowd management duties in and around the beer garden area. Report suspicious activities and suspected violations of policies, as well as local, state and federal laws, etc.

Be familiar with fairgrounds and facilities in general, and the schedule of activities and events, including the Park County Fair, in order to address questions from patrons and other visitors.

Always be friendly and courteous in dealing and conversations with the general public, volunteers and other staff members. Must have positive attitude.

Maintain a regular and punctual attendance. Must be able to work flexible hours including nights and weekends.

Communicate issues, challenges and deficiencies to supervisor that prevent successful completion of assigned tasks, projects or duties, goals, objectives or action plans.

Perform other duties and tasks as assigned.

QUALIFICATIONS

1. Education and Experience:

- A. Graduation from high school or equivalent required.
- B. Must be TIPS Alcohol trained and certified (Training for Intervention ProcedureS) within the past three years.
- C. Valid driver's license required.
- D. Reliable transportation required.
- E. Must be 21 years of age or older.

2. Required Knowledge, Skills, and Abilities:

The ideal candidate will be proactive, optimistic team player, have a positive attitude and the ability to multi-task as well as the following:

Strong work ethic required.

Must follow department / division dress code.

Experience handling cash, and knowledge of cash register procedures preferred.

Must be able to communicate effectively with public, verbally and in writing; maintain effective working relationships with supervisors, fellow employees, and the public. Must be able to read and understand written information. Ability to write legibly and understand and apply specific rules. Must be able to comprehend and execute instructions.

Ability to use a computer for moderate periods of time.

3. Special Qualifications:

Must pass background check.

May be required to drive County vehicles or equipment in performance of job duties.

Bar or wait staff experience preferred.

4. Work Environment:

General work environment is outside in hot/cold conditions.

Tasks require a variety of physical activities involving walking, standing, stooping, climbing, lifting, reaching, balancing, kneeling/bending, crouching, crawling, twisting, talking, hearing and seeing.

Requires some climbing and lifting, dealing with the public and walking within the facility for extended periods of time.

Disclaimer: The above statements describe the general nature, level, and type of work performed by the incumbent(s) assigned to this classification. They are not intended to be an exhaustive list of all responsibilities, demands, and skills required of personnel so classified. Job descriptions are not intended to and do not imply or create any employment, compensation, or contract rights to any person or persons. Management reserves the right to add, delete, or modify any and/or all provisions of this description at any time as needed without notice. This job description supersedes earlier versions.

I _____ have reviewed the above job description. Date: _____