

The main focus of the role is to provide Bars & FOH support for our range of events including our weddings, live music gigs, theatre & dance shows, private parties & our Summer Yard Bar.

Key Responsibilities

- Great customers, take orders, accept payment and prepare and serve drinks when booked for events by **Bars & Catering Manager, Events & Operations Manager or Venue Director**.
- Carry out other tasks as required by the **Bars & Catering Manager, Events & Operations Manager or Venue Director**, in line with the overall role aims.

Bar

- Opening & closing the bar including setting up serving stations, stocking ice and fridges etc.
- Serving drinks with care ensuring good stock control.
- Ensuring full compliance with our Premise licence and licencing rules i.e. challenge 25.
- Taking payment using Zettle payment systems.
- Ensure the bar & surrounding areas are kept clean and tidy at all times.
- Stock taking and replenishing items in fridges and stock cupboards.
- Monitor stock wastage and use-by dates.
- To report, and where possible take action, on incidents of accidents or damage.

Food & Coffee

- Working in our Stanley Social cafe when required (if Barista trained).
- Adhering to all food safety regulations and quality controls.

FOH/Customer Service

- Welcome customers.
- Work as part of a team to seat customers when arriving for ticketed events, and dealing with any queries as they arrive.
- To deal with any customer complaints in a professional manner and to notify management of these promptly.
- To adhere to fire safety and fire evacuation as instructed.

Terms and Conditions:

Salary: **£10.85 LLW + 12% holiday pay**

Hours: **Various** (*Flexible working pattern required - will include events, at weekends, Bank Holidays and weekday daytime.*)

Applications:

If you are interested in working with us **send your CV** and a short message setting out your **general availability** to Ashley Dawodu; bars@stanleyarts.org