

# Bartender Job Description

## 1. Job Brief (About the Role)

{{Bar Name}} is hiring a Bartender to craft drinks, run the bar with speed and care, and keep service legal and safe. This role reports to the {{Bar Manager / Owner}} and works alongside servers and barbacks during {{lunch / dinner / late-night}} service.

*Three or four sentences: the team, who the role reports to, and why this position exists. Skip generic openers like "We are looking for..."*

## 2. Responsibilities

- Mix and serve cocktails, beer, and wine to spec and at volume during peak service
- Check IDs and serve alcohol in line with {{State}} liquor laws; refuse service when required
- Open and close the bar: stock, prep garnishes, and complete the closing checklist
- Reconcile the cash drawer and log pour-cost variances at the end of each shift
- Maintain a clean, sanitized bar that passes {{local}} health inspection
- Handle guest tabs and POS transactions accurately in {{POS system}}
- Manage the bar during rushes and de-escalate intoxicated or difficult guests

*Eight to twelve bullets, each starting with a verb. Keep them specific to the day-to-day work, not aspirational filler.*

## 3. Requirements & Skills

- {{X}}+ years bartending in a high-volume bar or restaurant
- TIPS or ServSafe Alcohol certification (or ability to obtain before first shift)
- Working knowledge of classic cocktails and standard pours
- Able to stand for {{8}}-hour shifts and lift kegs and cases up to 50 lbs
- Available nights, weekends, and holidays

*List the must-haves: experience, licenses or certifications, the systems and tools used, and any physical or shift realities.*

## 4. Nice-to-Have

- Craft-cocktail or barista experience
- Wine or spirits coursework (WSET, Cicerone, or similar)

*Two to four genuinely optional items. Keep them strictly separate from Requirements so they don't deter good applicants.*

## 5. Compensation & Benefits

Pay range	{{Salary Range}}
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*Enter a pay range from local market data — do not leave it blank. Pay transparency improves applicant quality and is now required in many states.*

## 6. Schedule & Work Environment

- {{Full-time / part-time}}; primarily {{evening and weekend}} shifts
- Fast-paced, loud environment; extended standing and repetitive motion
- Closing shifts end after midnight

*Be honest about shifts, weekends, overtime, and the physical environment. Realistic expectations reduce early turnover.*

## 7. How to Apply

To apply, {{application instructions — e.g., send a resume and short cover note to careers@company.com}}.

{{Company Name}} is an equal opportunity employer. We celebrate diversity and are committed to an inclusive workplace. We do not discriminate on the basis of race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, veteran status, or any other characteristic protected by law.