

# LANES AT MEMBERTOU

## Employment Opportunity

**Job Title:** Bartender/Server (Part time/Casual)  
**Department:** Lanes at Membertou Bowling Alley  
**Reports to:** General Manager

### Duties and Responsibilities:

- Prepare room for dining, ensuring that all areas are kept clean and organized.
- Protect establishment and patrons by adhering to sanitation safety and alcoholic beverage policies.
- Aid patrons in selecting food and beverage items by presenting menu, offering cocktails, explaining specials, and answering all food prep questions.
- Provide alcoholic and non-alcoholic beverages for bar & restaurant patrons.
- Interact with customers, take orders and serve food/drinks.
- Transmit orders through POS system to bar/kitchen staff, identifying patrons' dietary needs.
- Serve orders to guests from bar/kitchen in timely, professional manner.
- Obtain revenues by totaling charges, issuing bills, and collecting payments.
- Stay attentive to assigned tables.
- Keep service areas clean and free of debris, particularly the floors and side stations.
- Perform basic cleaning tasks.
- Fill in for absent staff when needed.
- Promptly address customer service issues and refer customers to management when necessary.
- Assist with hosting duties as required, greeting customers entering the restaurant.
- All duties common to a server position and/or as requested by management.
- Must be courteous and professional toward guests and co-workers.
- Must be well groomed and appropriately dressed as per policy.
- Promote teamwork among the serving staff and with the kitchen staff.
- Attend training as required.
- Complies with Band Personnel Policy.
- Maintain positive relationships with Membertou's Internal and External Customers, ensuring transactions or information received on behalf of the Band and/or its members are kept confidential.
- Maintain and improve Membertou's Quality Management System as it relates to job related duties and/or department.
- Any other related duties as required by the General Manager.

### Qualifications:

- High School diploma/GED preferred.
- Certification as a mixologist from a reputable bartending school preferred.
- Must be able to lift 25kg boxes, including items such as beer cases, beer kegs and pop canisters, and stand for an 8-hour shift.
- Strong customer service and interpersonal communications skills required.

*Preference given to Aboriginal peoples in accordance with the Aboriginal Employment Preferences Policy of the Canadian Human Rights Commission.*

Resumes and Cover letters/Applications can be submitted to:

Membertou Human Resources Department  
**Attention: Richard Stevens**  
47 Autwen Ma'sl Awti  
Membertou, NS B1S-2P5

Or via email to: [mikeeisenhauer@membertou.ca](mailto:mikeeisenhauer@membertou.ca)

*Or, you can drop off your resume directly at Lanes at Membertou Bowling Alley at 185 Towerview Pl.*

**DEADLINE FOR APPLICATIONS: Friday October 18<sup>th</sup>, 2024 at 4:30 PM**

*Thank you for applying, however, only those selected for an interview will be contacted.*

*Membertou reserves the right to pause, extend or revoke this posting at any time without notice.*