

## **The Great American Bistro Position Description Barback**

<b>REPORT TO:</b> Assistant Manager	<b>EXEMPT:</b> <u>Non-Exempt</u>
-------------------------------------	----------------------------------

### **SUMMARY**

Overall purpose is to make sure that things are running smoothly at the bar. Typical barback responsibilities in three categories: before the bar opens, during the bar's hours of operation, and after the bar closes.

### **DUTIES AND RESPONSIBILITIES**

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

#### **Barback Duties Before Opening**

- Organizing and shelving beer and liquor deliveries
- Prepping juices and mixes
- Stocking glasses, coasters, napkins, and straws
- Preparing garnishes

#### **Barback Duties During Hours of Operation**

- Monitoring stations and restocking napkins, coasters, and straws
- Replacing kegs and retrieving bottles from the walk-in cooler
- Washing and restocking glassware and mixing tools
- Cleaning spills at the bar and customers' tables
- Removing trash and used glasses and wiping down tables for new customers
- Assisting the bartender with other tasks as needed

#### **Barback Duties After Closing**

- Emptying trash and/or recycling bins
- Cleaning used glasses
- Restocking bottles
- Wiping down bar and tabletops
- Washing shakers, blenders, and other prep equipment

### **QUALIFICATIONS**

- Previous restaurant experience preferred, but not necessary.
- Teamwork Oriented.
- Communication Proficiency.
- Must be of legal age according to state regulations to work around alcohol.
- Customer/Client Focus.
- Ethical Conduct.

- Initiative.
- Thoroughness.
- Availability to work evenings and weekends, including holidays.
- Must be eligible to work in the United States.
- Must agree to background check.

## **WORKING CONDITIONS**

This job operates behind the bar and may be working in close proximity to co-workers. The noise level in the work environment can be loud. Hazards may include, but are not limited to, cuts, slipping and tripping.

## **PHYSICAL REQUIREMENTS**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is regularly required to talk or hear. The employee is frequently required to stand; walk; use hands to finger, handle or feel; and reach with hands and arms. This job requires the employee to lift at least 50 pounds infrequently. The position requires manual dexterity; auditory and visual skills; and the ability to follow written and oral instructions and procedures.

## **DIRECT REPORTS**

This position has no supervisory responsibilities.

---

<b>HR Authorization Signature:</b>
<b>Manager Authorization Signature:</b>

## **DISCLAIMER**

The disclaimer indicates that The Great American Bistro job descriptions do not typically include every duty or responsibility that a person in the role may be asked to perform. In addition, a statement is included regarding nonessential functions of the job, such as “May be required to perform other related duties as assigned.”