



Job Description

Job Title: Beverage Bar Clerk

Department: Beverage Bar

Reports To: Beverage Bar Manager

Pay Range: \$16.50-\$18.50/hr + tips

General Purpose of the Job:

The purpose of a Beverage Bar Clerk is to provide hand-crafted beverages and great customer service to our customers. Clerks facilitate and execute made-to-order coffees, teas, juices and smoothies, take orders, process POS transactions and readily obtain recommendations or customer requests/complaints.

Essential Job Duties and Responsibilities:

- Provide responsive, exceptional and timely service to customers.
- Be polite, prompt and knowledgeable on all menu items for the customer.
- Aware of proper food preparation, safety techniques and health standards.
- Attentively and accurately assist in routine temperature checks.
- Treat co-workers with respect and kindness. Be a team player.
- Communicate to direct supervisor or manager pertaining any deli issues or matters.
- Listen attentively and implement tasks that may be delegated to you by lead or manager.
- Execute a daily list of tasks specific to your scheduled shift.
- Be aware of counter traffic and who has and hasn't been helped.
- Remain flexible when incidents, emergencies or call-ins arise.
- Multi-task between keeping a clean work environment, attending to customer and completing daily tasks.
- Work to develop skills as a barista, always making sure quality is the standard.

Supervisory Responsibilities:

The position of Beverage Bar Clerk has no supervisory responsibilities.



Education and/or Experience:

- No education requirement's
- At least 1-year experience in food service and/or customer service.
- Barista experience preferred.

Certificates, Licenses, Registrations:

- Valid Driver's License or Photo ID
- Social Security Card
- U.S. Passport (to substitute for Photo ID & SSC if needed)
- WA State Food Handlers Certificate (must have upon starting date)

Qualifications:

- Basic reading/writing/math skills
- Basic/Intermediate barista knowledge and ability.
- Knowledgeable on use of commercial and industrial machines: i.e., juicers, blenders, espresso machines, coolers etc. and able to use them safely.
- Ability to work in close quarters with other individuals.
- Customer service skills necessary.
- Dependable and Flexible on availability.
- Multitasking and prioritizing abilities necessary.
- Ability to hold cleanliness to a high standard.
- Understanding of food safety standards.

Physical Demands:

Physical demands of the position entail standing, walking, use of your hands, reaching above your head and speaking/hearing most, if not all the time during any given shift.

Additionally, as a beverage bar clerk you may be required or asked to assist in lifting up to 50lbs.

Additional Information:

Schedules may differ upon season and business changes. Flexibility in your availability may be necessary for proper coverage or business needs.



Country Aire is an at-will employer and may terminate the employment relationship at any time, without cause, and with or without notice.

****Please sign below to acknowledge job requirement's****

I, _____, have read and accept the terms of the position.

X _____

(Employee's Signature)

Date: _____

Manager's Signature: _____