



Job Posting -Bar Staff

The Town of Cobourg is currently looking for enthusiastic Bar Staff to provide an excellent guest experience at events held at various Town of Cobourg Locations (Concert Hall, CCC, etc.)

The primary duties for this position include:

- Deal with the customers in a friendly, efficient manner
- Perform inventory counts at beginning and end of shift
- Handle cash
- Serve customers by preparing alcoholic or non-alcoholic beverages
- Assess customers' needs
- Check customers' identification and confirm it meets legal drinking age
- Restock and replenish bar inventory and supplies
- Maintain safe work environment including collection and cleaning of all glassware/dishes/equipment.
- Ensure bar is locked and all electrical appliances are turned off when closing the canteen

The successful candidate will possess the following:

- Possess Smart Serve certification or obtain upon hire, prior to commencement
- Ability to work evenings and weekends
- Ability to work in a team setting
- Obtain a Satisfactory Criminal Record Check upon employment
- Excellent verbal communication skills, effective customer relation skills
- Basic mathematical skills
- Experience operating calculators and cash registers

Hours of Work:

- Hours of work will vary depending on events. Must be able to work evenings and weekends.

Working Conditions:

- Physical Conditions – Standing for extended periods
- Mental Demands – Must be able to work at a quick pace, be able to concentrate and follow multiple directions at once

Wage:

This position is governed by the Town of Cobourg's collective agreement with CUPE Local 25. The wage will be \$20.99/hr. plus an equal share of tips.

Interested applicants for this temporary position should forward a PDF copy of their cover letter and resume (one document) in confidence to the attention of the Human Resources Department at humanresources@cobourg.ca. We thank all applicants however only those selected for an interview will receive a response.

In accordance with the Municipal Freedom of Information and Protection Privacy Act, the information gathered is collected pursuant to the Municipal Act, 2001, as amended. The Town of Cobourg is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. If contacted for an employment opportunity, please advise Human Resources if you require accommodation.