



**Position Title:** Bartender/Server  
**Location:** The Home Course, DuPont, WA  
**Start Date:** TBD  
**Respond To:** Emily Minnick, Food & Beverage Manager  
[eminnick@kempersports.com](mailto:eminnick@kempersports.com)

**Position Summary:**

Receive and process guest orders, prepare and serve beverages/food, provide team support

**Essential Duties and Responsibilities:**

- Perform opening duties per Company procedures including inspection for adequate supplies, procuring additional supplies, preparing garnishes, drink bases and pre-mixed drinks
- Greet each guest, provide informative menu guidance
- Process order through POS, collect appropriate payment for service
- Fulfill all drink orders expedited through POS
- Deliver food/beverage to guests, assist in dining room/table composition and cleanliness
- Organize, stock, maintain bar regimen each shift, per property checklist
- Ensure product is rotated and necessary logs/checklists are current
- Receive product delivery with corresponding invoice, obtain proper authorized signature
- Report guest feedback to MOD, both positive/negative
- Perform other duties as directed

**Qualifications:**

- High school diploma required.
- 1 year bartending experience preferred.
- Demonstrated quality written, verbal, and interpersonal communication skills.
- Ability to analyze and solve problems; efficiently handle multiple duties under pressure with minimal supervision; work flexible hours as required including nights/weekends.
- Positive attitude, professional manner and appearance in all situations.

**Classification:**

Part-time or Full-time, Seasonal, Hourly, Non-Exempt

**Working Conditions:**

Work hours may include days and evenings on weekdays and weekends. Work indoors/outdoors in a restaurant/bar environment involving patio and on-course service. Will be exposed to sharp utensils, extremely hot stoves and grills, sharp and rapid equipment movements, hot food, potentially dangerous chemicals and solvents daily. May be exposed, from time to time, to inclement weather, potentially dangerous pesticides, herbicides, fertilizers, and equipment movement hazards. Injury may result because of exposure to the above if safety policies and practices are not properly followed always

**Machine/Equipment/Tools Used:**

Point of sales software, cash drawer  
Conventional kitchen utensils/cleaning materials

**Physical Requirements:**

Possess ability to:

- Read and write (English)
- Communicate verbally with staff members and/or customers
- Give and/or follow verbal and written instructions
- Visually inspect all work areas, food service
- Perform mathematical calculations involving fractions, decimals, and percentages
- Retrieve, read and interpret information from technical sources
- Stand, sit, walk, push, pull, lift, grasp, bend and kneel for up to 5 hours at a time
- Lift to 100 lbs occasionally, 50 lbs. frequently, and 20 lbs. constantly