

JOB DESCRIPTION – The Grand Oshkosh

Title: Bartender / Server

Reports to: Operations Manager

Classification: Part-time, non-exempt

Position Purpose:

This position is responsible for providing an excellent customer experience through beverage and snack service from The Grand Lounge and its satellite locations.

Primary Responsibilities:

- Deliver a consistently high level of customer service to a wide variety of patrons
- Adhere to all alcohol service rules, regulations, guidelines, and company policies
- Keep bar and lounge areas clean in accordance with company guidelines and requirements of local health department
- Maintain an accurate cash drawer throughout the night and account for discrepancies
- Develop an efficient work pace to accommodate the variety of events and serving opportunities
- Accurately mix drinks and cocktails to ensure a consistent customer experience

Experience and Qualifications:

- 1 + years of Bartending experience preferred
- Current Oshkosh Bartending License, or ability to attain, required
- Must be able to lift up to 30 lbs. and stand for a 6-hour shift
- Strong customer service and interpersonal communications skills
- Ability to work efficiently in a fast paced environment
- Must be able to work unsupervised, independently, or with a team, based on event
- Basic math skills

Background Check Requirements:

- Satisfactory criminal and financial background check required

The above position description is not intended to be a complete listing of duties but merely a statement of examples of common duties to be performed. The Grand Oshkosh reserves the right to amend the above example at any time.

To apply, please send resume to:

David Lange, Operations Manager

The Grand Oshkosh

PO Box 1004

Oshkosh WI 54903-1004

Email: jobs@thegrandoshkosh.org

COMPANY NAME: The Grand Oshkosh, Inc.

Employment Application

APPLICANT INFORMATION			
Last Name		First	M.I. Date
Street Address			Apartment/Unit #
City		State	ZIP
Phone		E-mail Address	
Date Available	Social Security No.		Desired Salary
Position Applied for			
Are you a citizen of the United States?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If no, are you authorized to work in the U.S.? YES <input type="checkbox"/> NO <input type="checkbox"/>
Have you ever worked for this company?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If so, when?
Have you ever been convicted of a felony?	YES <input type="checkbox"/>	NO <input type="checkbox"/>	If yes, explain

EDUCATION			
High School		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
College		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree
Other		Address	
From	To	Did you graduate? YES <input type="checkbox"/> NO <input type="checkbox"/>	Degree

REFERENCES	
<i>Please list three professional references.</i>	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	
Full Name	Relationship
Company	Phone ()
Address	

PREVIOUS EMPLOYMENT			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			
Company		Phone ()	
Address		Supervisor	
Job Title	Starting Salary \$	Ending Salary \$	
Responsibilities			
From	To	Reason for Leaving	
May we contact your previous supervisor for a reference? YES <input type="checkbox"/> NO <input type="checkbox"/>			

MILITARY SERVICE	
Branch	From To
Rank at Discharge	Type of Discharge
If other than honorable, explain	

DISCLAIMER AND SIGNATURE	
I certify that my answers are true and complete to the best of my knowledge.	
If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.	
Signature	Date