



Posted: April 10th, 2026 Deadline: Until filled

JOB DESCRIPTION

POSITION: Beverage Cart Attendant
DEPARTMENT: Food and Beverage
LOCATION: Golf Course
SUPERVISOR: Lead Clubhouse Bartender/Cook/Beverage Manager
EMPLOYMENT: Seasonal: Full Time and Part-Time
PAY RATE: \$11.00-\$14.00/Hour (Non-Exempt) D.O.E.

(Includes two free rounds of golf per week. You must schedule tee times through the Pro Shop)

LICENSE STATUS: Key-Employee

DESCRIPTION:

The purpose of this position is to provide beverages for the customers at the Golf Course through positive and professional interactions. This position will set up a beverage cart and serve beverages on the Golf Course while managing the beverage inventory. May be required to work as Bartender/Cook in Clubhouse Bar.

RESPONSIBILITIES:

- Serve beverages from beverage cart while writing down a daily inventory of all beverages according to the policies of the Clubhouse Bar.
- Shall be required to read, implement, and adhere to all NWCR Policies and Procedures, LVD Gaming Ordinance, Tribal/State Gaming Compact, NIGC Minimum Internal Control Standards, Indian Gaming Regulatory Act, LVD Tribal Internal Control Standards, Title 31 Minimum Internal Control Standards, NWCR Casino Employee Handbook, Food & Beverage Department Policy and Procedure Manual.
- Perform checks on the expiration date of non-alcoholic beverages.
- Obtain alcoholic drinks from the bar for customers on the Golf Course – as needed.
- Provide a positive and entertaining experience for the Casino guests on the Golf Course.
- Greeting guests in a friendly manner at every hole and take beverage orders.
- Maintain up-to-date knowledge of beverage prices to be able to effectively communicate with customers.
- Process payments of beverages immediately.
- Responsible for accurate handling of monies including ensuring accuracy of money in, money out of cash bank.

- Drive beverage cart safely around the Golf Course while following and understanding golf etiquette.
- Stock carts with beverages, ice, snacks, straws, drink cups, and napkins.
- Keep carts fueled, clean, and stored at the end of each shift.
- Maintain inventory of beverages and return any unsold beverages each day.
- Provide the highest level of customer service to guests (internal and external) through active engagement and a positive attitude.
- All employees must be flexible and assume other responsibilities and tasks as assigned by management and as management deems necessary; this means fulfilling all other job duties as assigned.
- Being flexible with scheduled shifts and willing to work nights, weekends, and holidays.
- To remain in compliance with Casino Regulatory policies and procedures, employees are required to attend all necessary meetings and training facilitated by Management.
- 1.30 – Drug and Alcohol-free workplace – including all areas on the Lac Vieux Desert Golf Course.
- Must always maintain a visible presence to guests and co-workers.
- Work with Pro Shop staff to ensure the outside of the Clubhouse common areas are clean and look professional

MINIMUM REQUIRED QUALIFICATIONS:

- High School Diploma or GED.
- Must be of legal age in Michigan (18 years old) to serve alcohol.
- Must be able to successfully pass TIPS training.
- Ability to work independently and as a team.
- Must pass background checks and other pre-employment screenings necessary to receive and maintain a Gaming License.

PREFERRED QUALIFICATIONS:

- One-year of bartending experience.
- Knowledge of the Lac Vieux Desert Golf Course, the game of golf, and golf etiquette.

PHYSICAL REQUIREMENTS:

- Ability to sit and drive beverage cart for long periods of time over various terrains, that may be bumpy, rough, or uneven, that may cause mild jolting actions.
- Ability to lift and carry objects weighing up to 15 pounds.
- Ability to push and pull objects weighing up to 20 pounds.
- Ability to lift to 50 pounds
- Ability to use a dolly to transport heavy objects such as cases of soda/beer/food.
- Must be able to stand and walk for long periods of time – up to 90% of an (8) or (10) hour-shift.
- Must be able to work in a loud environment.
- Ability to adhere to high standards of personal hygiene and grooming habits.

The above statements are intended to describe the general nature and level of work performed by people assigned to this classification. They are not intended to be construed as an exhaustive list of all responsibilities, duties and skills required of personnel so classified. Management retains the right to add or to change the duties of the position at any time. Must be able to pass a pre-employment drug screen and applicable background checks related to the position if required.

PREFERENCE FOR HIRING:

Preference shall be given when it is established that the applicant meets the qualifications as stated on the job description. The following order shall be adhered to for hiring:

- Enrolled LVD Tribal Member
- Parents/Legal Guardian of LVD Tribal member children and spouses of Tribal Members
- Other Native Americans
- All Others

Date Approved by LVD Gaming Commission: 05/16/2023.

Date of Approval by the Public Enterprise Finance Commission (PEFC): 4/9/2026

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Sign _____ **Date** _____