



POSTED: September 12th, 2024 DEADLINE: Until filled

JOB DESCRIPTION

POSITION: Beverage Server

DEPARTMENT: Food and Beverage

LOCATION: Casino Resort

SUPERVISOR: Beverage Manager

EMPLOYMENT: Full-Time/Part-Time

PAY RATE: \$8.00 - \$11.00/Hour (Non-Exempt) D.O.E.

LICENSE STATUS: Key-Employee

DESCRIPTION:

Provide service to Casino floor as a beverage server in the lounge, bar, event center, and Gaming areas of the Casino. Expected to interact with patrons and make themselves present on the gaming floor for beverage orders. May be requested to bartend or work in different areas of the Food & Beverage Department depending on business needs.

RESPONSIBILITIES:

- Understands and has knowledge of all aspects of alcohol offerings.
- 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.
- Takes beverage orders from guests with ability to describe or suggest cocktails, highball, wines, and other beverages on request.
- Cleans and maintains the beverage stations, self-serve beverage stations and bar area for proper cleanliness and sanitation including the removal of glasses, bottles, cans, clean ashtrays, and pushes in chairs.
- Keeps Casino floor and beverage areas clean and free of debris by sweeping, mopping, emptying trash cans, and other basic housekeeping tasks.
- Provides information on substitute items to offer guests if an item ordered is not available.
- Self-banks and is responsible for all cash/funds.
- Advises bartenders and supervisor if a customer appears to be reaching a level of intoxication that would result in being slowed down or cut off.
- Responsible for all advances and accountable for all cash sales.
- Aids bartenders as required.
- Assists with deliveries (store inventory, supplies the bar and lounge areas, etc.).

- Adheres to uniform standards.
- Maintains personal cleanliness standard and ability to conform to good hygienic practices.
- Keeps clean server trays free of debris, ink, and personal items.
- Adheres to schedules and break times according to policy.
- 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.
- Flexible with scheduling of 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.

MINIMUM REQUIRED QUALIFICATIONS:

- High School Diploma or GED
- Must be of legal age in Michigan (18 years old) to serve alcohol.
- Basic math, reading, and writing skills.
- Must be able to successfully pass TIPS training.
- Must pass background checks and other pre-employment screenings necessary to receive and maintain a Gaming License

PREFERRED QUALIFICATIONS:

- 1+ year of experience in the sale and/or dispensing of alcoholic beverages.
- Completion of approved-bartender course.

PHYSICAL REQUIREMENTS:

- 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 beer kegs.
- Must be able to work in a smoking environment.
- 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.

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 in 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): 08/29/2023.

Northern Waters Casino Resort

P.O. Box 129, N5384 US 45

Watersmeet, MI 49969

Email: hr@lvdcasino.com

Website: <http://www.lvdcasino.com/Content/Careers.cfm>

Phone: 906-358-4226 Ext. 7318

Fax: 906-358-4913

Sign_____ **Date**_____