

Bartender Job Description and Responsibilities

The bartenders are an integral part of our support team, during a busy nightly service they are responsible for providing all beverages for the floor and the bar, in addition to keeping all wine and beer stocked and chilled. They are responsible for keeping track of low and 86'd inventory which shall be reported nightly on the whiteboard in the kitchen. They will help with the stocking and unpacking of deliveries as well as helping with monthly inventory. In addition to the big task of keeping an organized and stocked bar and liquor/wine room they will continue to build and develop relationships with our regular customers as well as build new relationships with new diners. Additionally, the bartender is responsible for ongoing and thorough knowledge of cocktails, wine and beer, as well as working with management in the development of new cocktail specials. Each night the first cut bartender is responsible for writing a "Bar Log". This should be sent to all bartenders and managers relaying all important bar notes from new cocktails/specials, to special guests, complaints and any other pertinent information

- The bartender is responsible for continuing to develop their knowledge of our wine, beer and cocktail list
- The bartender will keep all white wine and beer chilled and all red wine by the glass stocked
- They are charged with nightly reporting of low and 86'd liquor, beer and wine
- They will work with the manager to update the cocktail specials based on inventory that needs to be "moved"
- The scheduled bartender will help, when necessary, with the stocking and unpacking of new deliveries and inventory
- Additionally they will continue to develop their menu knowledge for the benefit of the dining customer
 - They are responsible for communicating any special requests, allergies, complaints or concerns to the appropriate department
- The bartender is responsible for continuing to develop their knowledge of all of our wine, beer and liquor, by attending trainings and taking thorough notes during pre-meal and trainings
- The bartenders are responsible for weekly deep cleaning of the bar and keg fridge

Head Bartender Job Description and Responsibilities

The head bartender is responsible for making sure the bar is clean and fully stocked. They are tasked with informing management of any supplies that are low or needing to be replaced. They are also responsible for leading the charge on continued training of new hires, teaching them how the bar at Tonno is run and organized. In addition the head bartender is responsible for managing the counts on reserve bottles of wine and keeping the numbers updated in the computer system.