

**1.0 Title:**

Bar Server / Bar Waiter

2.0 Basic Functions:

To provide quality beverage service to our guests and to suggest and promote drinks that will, proportionally, increase revenue.

3.0 Responsibility and authority:

He/she will be responsible for:

- To arrive at work at the specified time in a clean, company specified uniform.
- Bar servers must have a comprehensive knowledge of the ingredients and prices of all drinks on the menu as well as the daily specials and any promotional sale for the day.
- To ensure that the waiter station is set up according to the Carnival standard as well as fully stocked with ice and glasses.
- To ensure that tables are kept clean and that menus and ashtrays are clean and in place.
- Scrutinize the bar area to ensure all furniture is in good condition. Report any deficiency to the Bar Manager or Assistant bar manager.
- To be aware of any special promotions and advise your guests accordingly.
- To be aware of all activities outlined in the Carnival Capers and inform your guests accordingly.
- Liaise with the Bar management on all matters pertaining to bar activities.
- Ensure correct sail and sign procedures are followed at all times.
- Advise Bar management or security guard when a guest or guests appear to be intoxicated and behaving in such a way that they need to be monitored for their well being.
- Ensure that the bar is cleaned at the end of each shift as per the established standards.
- Punctually attend all meetings as required by the management.
- Attend all safety drills as requested by the ships command.
- To perform other duties as per management instructions.
- To attend all scheduled private parties and functions.

Organizational Relationships:

All bar servers report to their immediate supervisor, the bartender responsible for the bar where they are working, but ultimately to the Bar Management.

Working Relationship With:

Bar Manager, Assistant Bar Manager, Bar Servers, Bar Stewards