



RCL (UK) LTD.

(manual section is applicable for above companies)

FLEET OPERATIONS

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Chapter 16g - Position Descriptions

Shipboard - Food & Beverage

16g.bar.07 Bar Utility

Position Description

Position Title: Bar Utility	
	Effective Date: 11/30/01

POSITION SUMMARY

Maintains bar work areas, glassware, equipment and utensils in clean, orderly and stocked condition by performing the following essential duties and responsibilities.

ESSENTIAL DUTIES AND RESPONSIBILITIES

All duties and responsibilities are to be performed in accordance with Royal Caribbean International's Gold Anchor Standards, SQM standards, USPH guidelines, environmental, and safety policies.

Each shipboard employee may be required to perform all functions in various food and beverage service venues and throughout the ship.

1. In accordance with Royal Caribbean International's philosophy of *Anchored in Excellence*, each employee conducts oneself in a professional and courteous manner at all times. This consists of physical and verbal interactions with guests or fellow shipboard employees and/or in the presence of guest contact and crew areas.
2. Maintains the cleanliness of the bar work areas and follows proper washing and sanitation of glasses, work areas, utensils, pantries, floors, equipment, etc. Washes worktables, walls, refrigerators, equipment and all related surfaces and counters. Sweeps and mops floor. Utilizes proper USPH sanitation procedures at all times.
3. Segregates and removes trash and garbage and places it in designated containers. Steam cleans or hoses out garbage cans. Utilizes proper USPH sanitation procedures at all times.
4. Collects dirty glasses and transports them to the galley. Places glasses in the proper racks or on conveyor to dishwashing machine. Operates washing machine according

- to instructions. Inspects glasses for cracks, chips and removes them from circulation. Returns clean glasses to their appropriate places according to handling procedures. Utilizes proper USPH procedures at all times.
5. Ensures an adequate supply of glassware is on hand at all times. Retrieves glassware from central location and restocks as needed. Utilizes proper USPH procedures at all times.
 6. Keeps ice bins stocked at all times. Retrieves ice from central location and restocks as needed. Utilizes proper USPH procedures at all times.
 7. Ensures dry snack bowls are filled at all times. Utilizes proper USPH procedures at all times.
 8. Collects and transports a variety of supplies between storage and work areas. Places items in the appropriate location in the bar. Utilizes proper USPH procedures at all times.
 9. Participates with the bar staff in all activities required in opening and/or closing the bar. Utilizes proper USPH procedures at all times.
 10. On embarkation days, loads shipments from vendors onboard the vessel to storage area and then to assigned bar.
 11. Transports guest's luggage during embarkation and disembarkation, to and from staterooms and loading areas.
 12. Attends meetings, training activities, courses and all other work-related activities as required.
 13. Performs related duties as required. This position description in no way states or implies that these are the only duties to be performed by the shipboard employee occupying this position. Shipboard employees will be required to perform any other job-related duties assigned by their supervisor or management.

QUALIFICATIONS

Minimum hiring, language and physical requirements to perform the job.

Hiring Requirements:

- Previous kitchen steward or cleaning experience in a 4 or 5 star restaurant, hotel, lounge, etc. preferred.
- Ability to identify by proper names a variety of bar glassware.
- Ability to collect and transport supplies from various locations throughout the vessel.

- Completion of high school or basic education equivalency preferred.

Language Requirements:

- Ability to speak English clearly, distinctly and cordially with guests.
- Ability to read and write English in order to understand and interpret written procedures. This includes the ability to give and receive instructions in written and verbal forms and to effectively present information and respond to questions from guests, supervisors and co-workers.

Physical Requirements:

- While performing the duties of this job, the shipboard employee is regularly required to stand for long periods of time; walk; use hands to touch, handle, or feel; reach with hands and arms; talk or hear; and taste or smell. The employee must constantly lift and/or move a minimum of 50 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus.
- All shipboard employees must be physically able to participate in emergency life saving procedures and drills. Full use and range of arms and legs as well as full visual, verbal and hearing abilities are required to receive and give instructions in the event of an emergency including the lowering of lifeboats. Ability to lift and/or move up to 50 pounds.

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