



Position	Bar & Concessions Captain (PT)
Facility Name	Lynnwood Convention Center
Location	Lynnwood, WA

POSITION: Bar & Concessions Captain

DEPARTMENT: Food & Beverage

REPORTS TO: Banquet Manager

*Free Parking

*Paid Sick Leave

*401K Participation

*Flexible Shifts

Summary

SMG, the leader in privately managed public assembly facilities, has an excellent and immediate opening for **PT Bar & Concessions Captain** for SMG/**Lynnwood Convention Center**. The primary function of this position is to train, supervise, and lead banquet servers and bartenders in all bars and concessions outlets ensuring that all events are executed in accordance with the Lynnwood Convention Center Standards of Service. This position must demonstrate accuracy in alcohol inventory control and cash handling procedures.

The Lynnwood Convention Center's purpose is to create, plan and execute outstanding event experiences. To achieve this, our employees must provide the highest levels of guest service by demonstrating our principles of being Professional, Resourceful, Accommodating and Precise, while always being Safe. To be successful in this role, candidates must be friendly and honest, build strong relationships, continually strive to provide a seamless experience, and be flexible to our guests' needs by providing quality services and products through detailed and accurate communication. Team members of the Lynnwood Convention Center must share in our values of being Adaptable to event needs, being Aware of guest requirements, showing strong Character, and being Team-centric. We are looking for talented folks who model these values in their work behavior, decision making, personal contributions, and guest interactions.

Essential Duties and Responsibilities

- Direct banquet servers and bartenders during the execution of events to ensure service is consistent with the LCC Standards of Service
- Control and track inventory of beer, wine, liquor, and non-alcoholic beverage product both at service stations and in storage areas including check-in and check-out of inventory to servers
- Setup, operation, and closing of Points of Sale including POS system update, settling accounts, and processing deposits in accordance with LCC Cash Handling Policy
- Train new and existing servers and bartenders so that all bartenders perform their tasks in a consistent manner and maintain the LCC Standards of Service
- Maintain all service and storage areas in a clean and organized manner
- Must be able to work responsibly and will be unsupervised on occasion
- Perform as a Banquet Captain as needed
- Perform as a Banquet Server or Bartender as needed
- Other duties as assigned by managers based on event needs

Qualifications

- Thorough knowledge of beer, wine, and liquor and banquet industry standards of service as well as applicable laws and regulations
- Demonstrated accuracy with cash handling and Point of Sale system operation. Supervisory experience with POS systems is preferred

Education and/or Experience

- Minimum of 2 years' experience as a bartender in a banquet environment
- Minimum of 1-year supervisory experience
- Minimum of 1-year concessions or quick serve experience.
- Experience as a barista preferred

Skills and Abilities

- Effective leadership and communication skills suited to a formal, professional environment
- Ability to lead a strong team and train staff members
- Ability to read, understands, and implements LCC Standards of Service, Banquet Event Orders, and other policies and procedures

Certificates, Licenses, Registrations

- Must hold or obtain upon hiring a Washington State Food Workers Card and a MAST Permit Class 12

Other Qualifications

- Ability to pass a credit check and criminal background check

Physical Demands

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Ability to lift 35 pounds unaided

Note

The essential responsibilities of this position are described under the headings above. They may be subject to change at any time due to reasonable accommodation or other reasons. Also, this document in no way states or implies that these are the only duties to be performed by the employee occupying this position.

Click the Link to Apply:

https://recruiting.adp.com/srccar/public/RTI.home?c=1152751&d=ExternalCareerSite&r=5000522245806&_fromPublish=true#/

Applicants that need reasonable accommodations to complete the application process may contact

Michelle Keasal
Lynnwood Convention Center
Lynnwood, WA
425-275-0026

SMG is an Equal Opportunity/Affirmative Action employer, and encourages Women, Minorities, Individuals with Disabilities, and protected Veterans to apply. VEVRAA Federal Contractor.