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| Job Title: | Bar Staff | Travel Required: | N/A |
| Location: | Norwich Arts Centre  | Position Type: | Casual |
| Current Salary: | Real Living Wage Employer £12 p/h | Start Date: |  |
| HR Contact: | Bradley Glasspoole | Posting Expires: | N/A |
| Training: | Yes | Responsible to: | Operations Manager / Duty Manager  |
| Job Description |
| **Role and Responsibilities**To ensure that the NAC bar works efficiently and effectively while maintaining a high level of customer care and adhering to all legislative requirements. **Duties**1. Serving customers in an efficient and professional manner.
2. Changing barrels and knowledge of cellar maintenance.
3. Stocking up of products and rotation of stock.
4. Carrying out relevant opening and closing checks & procedures.
5. Collecting plastics/glasses from around the building.
6. Prepare catering riders for the artists.
7. Cleaning of bar and kitchen areas.
8. To wash up bar and kitchen items.
9. Any other duties or tasks commensurate with the post and its level of responsibility, which may become necessary.

 **Preferred Skills*** Experience of working as part of a team in a busy bar environment.
* Good knowledge of Wines, Beers, Spirits and non-alcoholic beverages.
* Good customer service and numeracy skills.
* Flexibility & adaptability.
* Awareness of Food Hygiene, Health and Safety & Licensing requirements.
* Good time management skills.
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