FOOD & BEVERAGE EVENT STAFF
Barry P. Bonvillain Civic Center

SUMMARY
Part-Time/Temporary Position. Work in various positions within the food and beverage industry, including bartender cashier, bar back, concession cashier, and concession line worker on a part-time, event-driven basis.

JOB OVERVIEW
Starting Pay
$12.02 - $15.43 per hour

Schedule
Varies
Work shifts will primarily occur on nights and weekends.

Shift
Varies

LOCATION
• Barry P. Bonvillain Civic Center
• Bayou Country Sports Park

REPORTS TO
Kitchen Supervisor (Concessions)

PHYSICAL DEMANDS
• Lift over 50 lbs. (heavy)
• Stand for long periods

WORK ENVIRONMENT
Frequent interactions with members of the public

EMERGENCY EVENTS
Not required to work during emergency events.

Questions? No problem! Email us at employment@tpcg.org

ESSENTIAL FUNCTIONS

BAR BACK
1. Set up bar station for special events.
2. Act as a runner during events to restock bar items, glasses, and ice.
3. Assist to break down and clean bar area; return items to designated locations.
4. Perform other duties as assigned by supervisor.

BARTENDER CASHIER
1. Set up bar station for special events.
2. Operate register, collect payments, and give change.
3. Use good judgement when serving alcohol ensuring all Federal, State, and local laws regarding alcohol service are followed and no intoxicated guests are served.
4. Count cash at assigned register before shift, and complete cash audit sheet with supervisor following shift.
5. Assist to break down and clean bar area; return items to designated locations.
6. Perform other duties as assigned by supervisor.

CONCESSION CASHIER
1. Set up concession area.
2. Operate register, collect payments, and give change.
3. Use good judgement when serving alcohol ensuring all Federal, State, and local laws regarding alcohol service are followed and no intoxicated guests are served.
4. Assist line worker in preparing food and beverage items as needed.
5. Count cash at assigned register before shift, and complete cash audit sheet with supervisor following shift.
6. Assist to break down, clean, and restock concession area; return items to designated locations.
7. Perform other duties as assigned by supervisor.

CONCESSION LINE WORKER
1. Set up concession area.
2. Serve food; assist cook if needed.
3. Communicate with kitchen staff to ensure food products remain stocked; act as a runner to and from kitchen during events.
4. Assist to break down, clean, and restock concession area; return items to designated locations.
5. Perform other duties as assigned by supervisor.
GENERAL REQUIREMENTS
1. Basic knowledge of mixing drinks required for bartender cashier.

EDUCATION, EXPERIENCE, AND LICENSES
1. BAR and TAM cards required for bartender and concession cashiers.
2. Experience in the food and beverage industry preferred.

UNIFORM REQUIREMENTS (ALL POSITIONS)

PANTS
• Black
• Fit at the waist
• Belt if pants have belt loops

SHOES
• Black
• Non-slip
• Closed-toe
• Designed for active wear
• Black athletic shoes acceptable

SHIRTS - BANQUET SERVICE
• White
• Long sleeved
• Collared dress shirt
• Tucked into pants at the waist

SHIRTS - CONCESSION SERVICE
• White
• Collared dress shirt or polo-style shirt
• Tucked into pants at the waist

HAIR
• Long hair pulled up or back

OTHER
• No excessive jewelry
• No facial or tongue jewelry, clips, bars, or studs

Questions? No problem! Email us at employment@tpcg.org.

Type/Grade/Classification: Hourly (non-exempt) | 103 | Food & Beverage Assistant

Terrebonne Parish Consolidated Government

Reviewed 4/5/2023