

PARAGON CASINO RESORT

Job Description

BARISTA

Department:	Food & Beverage	Reports to:	Legends Manager
Job Code:	CFF01	License:	Non-Gaming
Position Code:	CFF001	Costing:	300 3010 3028
Pay Grade:	N3	Date:	11/15/19
EEO-1 Code:	9		

SUMMARY:

Responsible for providing Beverage service to all Casino guests in an efficient, courteous and professional manner displaying a high standard of Guest service.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following:

- Responsible for the mixing and serving of coffee beverages and desserts according to established recipes and procedures.
- Maintains a neat and clean station on a continual basis. Responsible for ensuring that cleanliness and hygiene of work area, tabletops, floors, and counter equipment is in accordance with Paragon Casino Resort standards.
- Maintains and stocks all necessary beverage and dessert items and supplies.
- Responsible for prompt, efficient and courteous beverage service to Paragon Casino guests, in accordance with Paragon policy, procedures and standards.
- Monitors Guest's needs on a continual basis ensuring all beverage and dessert requests are promptly fulfilled.
- Participates as a team member with all Supervisors and any pertinent Paragon Associates to ensure efficient operational standards.
- Responsible for receiving, issuing and keeping necessary records of stores and supplies.
- Performs other non-gaming duties as assigned.

Paragon Casino Resort requires all Associates to consistently:

- To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.
- Exceed Guests expectations with quality and friendly service.
- Treat all Associates and Guests with respect, dignity, integrity and sensitivity.
- Provide a safe working environment by complying with safety rules and reporting potential hazards.

- Comply with company performance standards and departmental policy and practices.
- Demonstrate pride and professionalism for the property, its goals and the Associate Pledge.
- Support training and development for all Associates.
- Communicate and share ideas, concerns and explain “Why” behind decisions.
- Maintain a consistent, regular attendance record.

REQUISITE QUALIFICATIONS:

The requisite qualifications listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Education and/or Experience: High school diploma or general education degree (GED) required.

Qualifications: Strong organizational and interpersonal skills required. Able to use a computerized cash register.

Must apply for, be granted and retain a valid Tribal Gaming License during their employment with Paragon Casino Resort. Must have understanding of and abide by all regulations as stated in the Tribal-State Compact.

Language Skills: Ability to read and interpret documents such as safety rules, operating and maintenance instruction, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or associates of the organization.

Mathematical Skills: Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to perform these operations using units of American money.

Reasoning Ability: Ability to apply commonsense understanding, to carry out detailed but uninvolved written and oral instructions. Ability to deal with problems involving a few concrete variables.

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

While performing the duties of this job, the Associate is regularly required to talk or hear. The Associate is also regularly required to stand; walk; sit; and use hands to finger, handle or feel objects. The Associate is occasionally required to reach with hands and arms; climb or balance; and stoop, kneel, crouch or crawl.

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust to focus.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an Associate encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The Associate regularly works around mechanical moving parts.

The noise level in the work environment is usually moderate. When on the casino floor, the noise level increases to loud. The casino environment is usually smoky.

