



Brown County

25 Market Street
Aberdeen, SD 57401
www.brown.sd.us

Bartender (Part-Time)

County Fair

Wage: \$10.00- \$12.00/hour Plus Tips (DOE)

Opening Date: 03/05/2025

Closing Date: Open Until Filled

JOB SUMMARY

The bartender will be responsible for preparing and serving drinks to customers in a friendly, professional, and efficient manner while ensuring a high standard of customer service. They will also maintain cleanliness and organization of the bar area.

MAJOR DUTIES

- **Customer Service:** Greet customers, take drink orders, and make recommendations when appropriate.
- **Drink Preparation:** Mix, garnish, and serve alcoholic and non-alcoholic drinks according to recipes or customer preferences.
- **Cash Handling:** Process payments, issue receipts, and handle cash transactions accurately.
- **Stock Management:** Maintain and replenish bar stock, including ordering supplies and monitoring inventory levels.
- **Bar Maintenance:** Keep the bar clean, organized, and stocked with the necessary supplies (glasses, napkins, straws, etc.).
- **Compliance:** Ensure responsible alcohol service by checking identification and adhering to all legal and safety guidelines.
- **Upselling:** Promote specials, new drinks, and happy hour deals to increase sales.
- **Teamwork:** Work effectively with other bar staff and kitchen staff to ensure smooth operations.
- **Cleanliness:** Ensure all work areas are clean and sanitized in compliance with health and safety regulations.
- **Event Support:** Assist with special events, private parties, or large gatherings as needed
- Performs related duties.

KNOWLEDGE REQUIRED BY THE POSITION

- Proven bartending experience
- Knowledge of drink recipes, wine, beer, and cocktail preparation.
- Strong communication and interpersonal skills.
- Ability to multitask and handle high-pressure situations.
- Knowledge of local alcohol laws and responsible service practices.

SUPERVISORY CONTROLS

The County Fair and Park Manager and or Beverage Operations Superintendent will assign work in terms of general instructions. The supervisor spot-checks completed work for compliance with procedures, accuracy, and the nature and propriety of the final results.

GUIDELINES

Guidelines include Alcohol laws and regulations, county ordinances, Brown County Fair guidelines, and

county and department policies and procedures. These guidelines are generally clear and specific but may require some judgement, selection, and interpretation in application.

COMPLEXITY/SCOPE OF WORK

- The work consists of varied bartending and customer service duties. The variety of tasks associated with working at events, and customer/public interactions contributes to the complexity of the position.
- The purpose of this position is to ensure safety and security protocols and laws are abided by while delivering a positive customer service environment during the Brown County Fair and non-fair time events.

CONTACTS

- Contacts are typically with co-workers, volunteers, vendors, donors, community leaders, and members of the general public.
- Contacts are typically to give or exchange information, resolve problems, and provide services.

PHYSICAL DEMANDS/ WORK ENVIRONMENT

- Fast-paced, noisy, customer facing environment. The work will involve lifting up to 30lbs, standing or walking for long periods of time; and deals with the daily challenges of working with staff and the public who are in the area. Work may be indoor or outdoor depending on event and may include evenings, weekends and holidays as required. Position allows for flexible scheduling.

SUPERVISORY AND MANAGEMENT RESPONSIBILITY

None

MINIMUM QUALIFICATIONS

- Knowledge and level of competency commonly associated with completion of specialized training in the field of work, in addition to basic skills typically associated with a high school education.
- Sufficient experience to understand the basic principles relevant to the major duties of the position.
- Possession of or ability to readily obtain a valid driver's license issued by the State of South Dakota for the type of vehicle or equipment operated.

APPLY BY

Submit Brown County application or cover letter and resume to:

Brown County
Human Resources
25 Market St.
Aberdeen, SD 57401

Fax: 605.725.2355

Email: Humanresources@browncounty.sd.gov