



## JOB DESCRIPTION – BAR SUPERVISOR

JOB OVERVIEW			
<b>JOB TITLE</b>	Bar Supervisor	<b>TRAVEL FREQUENCIES</b>	According to business needs
<b>DEPARTMENT</b>	Attaché	<b>GRADE</b>	-
<b>LOCATION</b>	Diplomatic Quarter, Riyadh	<b>NATURE OF THE JOB</b>	Field/Office Based
<b>REPORTS TO</b>	-	<b>JOB TYPE</b>	<input checked="" type="checkbox"/> Full time <input type="checkbox"/> Part time

JOB DETAILS	
<b>GENERAL JOB DESCRIPTION</b>	As the Bar Supervisor, you will oversee the bar operations at Attache. Your role involves managing the bar staff, ensuring guest satisfaction, and maintaining high-quality beverage service.
<b>DUTIES &amp; RESPONSIBILITIES</b>	<ul style="list-style-type: none"><li>• Supervise and train bar staff, including bartenders and baristas.</li><li>• Monitor bar inventory and order supplies as needed.</li><li>• Ensure compliance with beverage preparation and service standards.</li><li>• Interact with guests to ensure a positive dining experience.</li><li>• Handle guest inquiries and resolve any issues promptly.</li><li>• Collaborate with the Food &amp; Beverage Manager to develop new drink offerings.</li><li>• Maintain cleanliness and organization in the bar area.</li><li>• Monitor bar sales and performance to achieve revenue targets.</li><li>• Enforce responsible alcohol service practices and compliance with legal drinking age regulations.</li><li>• Assist in planning and executing bar promotions and events.</li></ul>



<b>EDUCATION &amp; TRAINING</b>	<ul style="list-style-type: none"><li>• High school diploma or equivalent. Additional certifications in bartending or mixology are a plus.</li></ul>
<b>KNOWLEDGE &amp; EXPERIENCE</b>	<ul style="list-style-type: none"><li>• Previous experience in a bar supervisory or bartending role.</li></ul>
<b>SKILLS &amp; ABILITIES</b>	<ul style="list-style-type: none"><li>• Strong leadership and communication skills.</li><li>• Excellent knowledge of different beverages and their preparation.</li><li>• Ability to multitask and handle busy periods.</li></ul>
<b>HOURS &amp; SHIFTS</b>	<ul style="list-style-type: none"><li>• Bar-based work with exposure to fast-paced and noisy environments.</li><li>• Irregular working hours, including evenings, weekends, and holidays, based on operational needs.</li></ul>
<b>EDUCATION &amp; TRAINING</b>	9 hours ( +/- 90 minutes)