



Position Description

Job title:

Food and Beverage Attendant - Bar

Employment Type: Casual

Classification:

Introductory

Award:

Registered & Licensed Clubs Award 2020

Reporting to:

Duty Manager

Location:

Mulwala Water Ski Club – 156 Melbourne Street Mulwala NSW 2647

Vision Statement:

The Murray Rivers best location for relaxation, accommodation and entertainment.

Mission Statement:

We will achieve our vision by providing our members and guests with a superior level of customer service across all facets of our business. We will provide this superior service in a clean, comfortable, safe and friendly environment. We will always strive to serve our members and guests in a cost effective and efficient manner so as to deliver great value for money.

We are committed to being the club of choice.

Duties & Responsibilities

To maximise the revenue generated through the club by ensuring the highest standard of customer service at all times. To make sure that the club is presented at its best at all times ensuring a clean and hygienic state and adhere to all the Club's policies and procedures.

- Maintain a customer-oriented approach and a high standard of customer service, being co-operative with both staff and patrons
- Acknowledge members and guests by name, where possible

- Clean and maintain all areas of the Club, ensuring a safe and clean environment for both customers and employees.
- Regularly clean tables, ashtrays, glassware, utensils, and equipment
- Ensure service areas are attended at all times
- Operate point of sales and handle cash accurately
- Carry out instructions of the Duty Manager
- Report any faults or issues to management
- Follow opening and closing procedures
- Maintain stock levels, rotate according to best-before dates, and inform management of stock shortages
- Possess a sound knowledge of offerings.
- Present oneself according to the uniform policy, and scan in/out for shifts, including breaks
- Adhere to all policies, procedures, and legislative requirements of the Mulwala Water Ski Club, including but not limited to Responsible Service of Alcohol and Responsible Conduct of Gambling.
- Promote the facilities of the club
- Be flexible and willing to take on additional duties within your ability, as required to support the operational needs of the club.

Prerequisites:

Essential:

- NSW Responsible Service of Alcohol (RSA)

Desirable:

- Responsible Conduct of Gambling (RCG)
- Understanding of the Registered Clubs Act.
- Experience in the hospitality industry.
- Understanding of the Gaming Code of Practice.

Updated – 10/06/2025

