



Bartender Job Description

Aurora Theatre & Lawrenceville Arts Center seeks a dynamic and entrepreneurial Part-Time Bartender to actively support the Front of House Department.

Aurora Theatre is the 2nd largest professional theatre in the state of Georgia, located in Gwinnett County with an operating budget of \$4.5 million, producing 800+ events for more than 80,000 visitors each season. Lawrenceville Arts Center (LAC), a brand-new premier arts and culture venue located in historic downtown Lawrenceville GA, opened in Fall 2021.

REQUIREMENTS: Candidate should have outstanding customer relations, communication, and problem-solving skills in a fast-paced environment. Able to clearly articulate Aurora's goals, mission, and policies. Flexible hours, nights and weekends required. Would prefer candidate be bilingual.

WORKING HOURS: This is a part-time position with 10 to 30 hours per show week average. Flexible hours mainly evenings and weekends with some daytime. The Aurora Theatre is typically closed on Mondays except for special circumstances and events.

COMPENSATION: \$9-\$10/an hr plus tips
Compensation is commensurate with experience.

REPORTS TO: Front of House Manager

Primary Roles & Responsibilities

- Mixing, garnishing and serving alcoholic and non-alcoholic drinks
- Assisting in tasks to ensure a stocked, sanitized and safe bar/kitchen area
- Adhering to company standards for serving alcoholic beverages
- Operation of the cash register and Clover. Handling money in a prompt and efficient manner.
- Lawrenceville or Gwinnett Pouring license required before the start of your first shift, Aurora will provide you the funds and instructions for you to acquire this.
- TIPS certification required before the start of your first shift, Aurora will provide you the funds and instructions for you to acquire this.

CULTURE

Lawrenceville Arts Center is an inclusive art space where you will be part of a thriving cultural scene (music, theatre, dance, & visual arts). Join a creative culture that operates under "Group Speak" (all voices welcomed). We value equity in the workplace, and we fight for civic, corporate and cultural understanding. Plus, we have a lot of fun!!!

To best demonstrate Aurora's commitment to inclusion, diversity, equity, access, and excellence in our workspace, we encourage ALL qualified applicants to apply. Aurora is an equal opportunity employer.

- Successful applicants must be able to pass a background check.

- Successful applicants must be fully vaccinated for Covid-19 and a negative Covid-19 test will be required before first day of work.

TO APPLY: Please send resume and cover letter to [hiring@auroratheatre.com](mailto: hiring@auroratheatre.com):

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