**UPEI Student Union**

**Job Description**

Job Title: Server/Bartender/Barista

Reports to: Fox and Crow Manager

Position Type: Student Employee

Work Location: The Fox and Crow, WA Murphy Student Centre

Tentative Start Date: As soon as possible

Compensation: $13.70 per hour plus vacation pay

Hours: varied between 8am-7pm and occasionally 2am

Days, evenings and occasional weekends

**Organization Overview**

Founded in 1969, the UPEI Student Union is the oldest incorporated student organization at the University of Prince Edward Island. With over 5,000 members, the UPEISU provides a range of services, including health and dental plans, funding, event programming, a campus pub and more. The UPEISU is unique in that it is the primary student advocacy organization on PEI; in other provinces, this responsibility is managed by a dedicated provincial advocacy group.

The Fox & Crow is the campus pub and café for students, staff, faculty and visitors to the UPEI campus. The Fox & Crow is open all day to provide a place for everyone to eat, drink, relax and hang out while on campus. The pub also plays host to several events throughout the year for students, clubs and campus departments.

**Position Purpose**

The Fox & Crow is seeking to hire student staff for bartender and server positions for the 2022-2023 academic year. The bartenders and servers are responsible to serve food and beverages to patrons and follow rules outlined by Prince Edward Island Liquor Control Commission (PEILCC).

**Job Responsibilities**

* Provide excellent service for patrons
* Perform opening and closing duties, as required
* Perform end of shift cleaning duties
* Clean and maintain work areas
* Balance cash
* Knowledgeable in the use of a POS system
* Other duties as required

**Job Specifications**

* Good oral and written communication skills
* Demonstrates ability to perform multiple tasks in a fast paced environment
* Experience in customer service
* Good time management skills
* Works well without direct supervisor
* Organized
* Energetic and enthusiastic
* Responsible with cash handling
* Must have a valid Responsible Beverage Service Certificate

Deadline for application is **as soon as possible**. To express interest in this role, please direct your cover letter, resume, and class schedule in confidence to:

UPEI Student Union Hiring Committee via email: [hiring@upeisu.ca](mailto:hiring@upeisu.ca) or in person at the Student Union office.

*Only applicants that have completed the application requirement will be considered for the position. Only those selected for an interview will be contacted.*