

### **SAMPLE JOB POSTING - Cook**

Locally owned and operated in Victoria BC, **The Bar** is Victoria's busiest bar and restaurant. From humble beginnings, we focus on offering locally sourced ingredients and BC produced wines, beer and spirits. We offer a comfortable atmosphere and make it easy for people to soak in our gorgeous views while enjoying fresh locally inspired dishes and delicious beverages.

We are proud of our exceptional employee team that sets us above the rest and have twice been recognized as Consumer's Choice "Restaurant of the Year". Our employees tell us that working at The Bar is rewarding and fun. **We have amazing people and they love working here!**

#### **Job Description:**

Reporting to the Executive Chef, the **Cook** is responsible for the assembly, cooking, plating and garnishing of all food products according to our specifications.

- Ensure that meals are prepared in a timely manner.
- Prepare and follow a daily prep sheet to indicate levels on hand and amounts required.
- Clean and organize the kitchen at all times. Follow all required checklists and cleaning schedules.
- Assure the proper care and maintenance of all food service equipment; identify equipment needs for food preparation and service.
- Ensure food quality by maintaining high levels of cleanliness, organization, storage, and sanitation of food products.
- Maintain a positive attitude that promotes teamwork within the restaurant.
- Other duties as required.

#### **Requirements/Qualifications:**

- Passion for food and producing creative dishes, minimum of 2 years previous cooking experience within a commercial kitchen
- Professional Cook 1, required
- FOODSAFE Level 1, required
- SuperHost certification, an asset
- Emergency First Aid Safety Oriented for Industry (OFA Level 1 Equivalency), an asset.
- Open and flexible scheduling availability, including evenings and weekends
- Ability to perform the physical requirements of the position, which includes standing for long periods of time
- Ability to adapt in a fast paced, constantly changing environment

#### **Perks and Compensation:**

- \$15-18/hour depending on experience
- Free meal every shift and meal discounts when you are not working
- Free employee parking
- Respectful, safe and healthy working environment

#### **Application Process:**

We want to hear from you! Please email us your resume and cover letter and tell us why you want to join our team.

## **SAMPLE JOB POSTING - Retail Clerk**

Located in Kamloops, BC, XYZ Liquor Store is a busy private liquor store specializing in wine and beer. We are looking for an experienced retail clerk to join our team of knowledgeable liquor industry professionals.

Our store operates 9:00am to 11:00pm. Shifts include a mix of days and evenings. Candidates must be available to work weekends and holidays.

Duties include:

- Providing an outstanding shopping experience by exceeding our customer's needs and expectations
- Maintaining product knowledge
- Respond to customer inquiries.
- Providing recommendations to meet customer needs and upselling to increase sales
- Cashier functions, processing timely and accurate customer purchase transactions
- Adhering to all company policies and legal requirements
- Maintaining a clean and pleasant store environment
- Ensuring the stock levels are maintained – restocking and rotating products and inventory
- Responding to customer inquiries and concerns in a professional manner

Qualifications:

- A minimum of 6 months previous liquor store or retail experience, required
- Valid Serving it Right Certificate, required
- Demonstrated aptitude for cashier and related duties, including calculations
- Demonstrated knowledge of wine and beer
- Proven customer service skills
- Merchandising experience, an asset
- Able to meet the physical requirements of the position: Stand for long periods of time and lift 20 – 25 kg boxes
- Demonstrated ability to be punctual and reliable
- Proven team player, ability to contribute to a positive work environment

**WIIFY** (What's In It For You?)

- We offer competitive wages and benefits
- A fun, relaxed, yet professional retail environment.
- We believe in giving back to our community and offer every employee 1 (paid) day off per year to volunteer for a charity of their choice.
- A range of flexible shifts and annual staff appreciation events
- Did we mention that you also get your birthday off, every year... paid!

**Interested?**

Check out our website at [www.xyzliquorstore](http://www.xyzliquorstore) and **Apply TODAY!**