



Position Description – Server

Essential Purpose & Duties

To provide gracious hospitality and guidance through a memorable dining/drinking experience at BottleTaps for all guests of the taproom. To execute high standards of food & beverage service, adhering to all standards and guidelines set forth by BottleTaps and detailed within the service guidebook and employee handbook.

To effectively utilize the tools and resources provided to execute sales of food & beverage.

To act as an ambassador of the taproom, to the community of Pleasanton, and the Tri-Valley area.

To consistently improve and refine the skillset and knowledge of all resources, equipment, and product pertaining to the position.

Lead FOH staff members in a respectful manner, while securing all food & beverage orders in timely fashion.

Take proper care of specific guest requests and accommodate them to the best of the taprooms ability.

Properly orchestrate all opening and closing duties pertaining but not limited to the specific position. Assist in all operational side-work duties as directed

Job Knowledge & Education Requirements

- High school diploma or equivalent required. Associates or 4 year college degree a plus.
- Cicerone Certified Beer Server and/or BJCP training highly desired and will be required upon employment.
- BOH or Culinary experience recommended. Culinary degree a major plus.
- Food Handlers Certification valid and active required.
- Familiar with OSHA compliance and basic health regulations of CA.

Skills & Traits

- Detailed orientated
- Personable with strong communication skills.
- Well-groomed and professionally presentable.
- Familiarity with most beer styles and ability to describe them.
- Organized and efficient with all aspects of working operations.
- High quality professional standards for service and execution of all work related tasks.
- Problem solving and team first mentality.
- Courteous and respectful to all guests and fellow staff members.



- Ability to stay on feet for entire shift (5-8) hours.
- Ability to open and properly serve beer and wine products.
- Ability to handle drink trays and hot food plates in an effective and timely manner.