



**ACOMA BUSINESS ENTERPRISES
VACANCY ANNOUNCEMENT**

JOB TITLE:	Beverage Server Night Shift	DEPARTMENT:	Food & Beverage
SUPERVISOR:	Club Bar Supervisor	FLSA STATUS:	Non-Exempt
OPENING DATE:	03/02/2010	CLOSING DATE:	Open Until Filled (not to exceed 30 days)

Summary of Responsibilities:

This position is responsible for assisting casino customer's needs for all beverage requirements as in order taking and serving beverages. This Beverage Server maintains the cleanliness of the casino, picking up trash, cigarette butts, and any beverage items.

The Beverage Server is expected to serve as a public relations ambassador for all Acoma Business Enterprises and must be courteous and helpful to customers at all times.

Essential Duties and Responsibilities:

- Truckers lounge, restock soda bibs, stock cups, lids, straws, creamers, sugar, mop floors in trucker lounge.
- Change out and clean ashtrays throughout casino area.
- Keep work station clean and organized at all times.

Skills, Abilities, Equipment Used and Knowledge:

- Must have an aptitude for guest services and ability to remain calm and cheerful in stressful situations.
- Ability to comprehend basic instructions in English language desirable.
- Must possess good to excellent interpersonal skills and be able to communicate complex or unwelcome information courteously and helpful to guests, co-workers, and supervisors.

Education/Experience

- High School Diploma, GED, or equivalent helpful.
- Basic math, reading, writing required.
- Six months experience preferred as a server in a gaming casino atmosphere, but willing to train.
- Must be 21 years of age and able to obtain an Acoma Gaming License.

To Apply: Submit application to the Human Resources Department.