



JOB TITLE: OUTDOOR LOUNGE SUPERVISOR
REPORTS TO: REVENUE MANAGER
FLSA STATUS: PART TIME
DEPARTMENT: REVENUE
DIVISION: FOOD SERVICE
AREA: FLIGHT DECK AT THE CAPITAL WHEEL

JOB PURPOSE: Responsible for overseeing all operations of the bar, ensuring smooth and profitable operations while providing high quality customer service. The Outdoor Lounge Supervisor will manage the staff, train employees, maintain inventory and ensure adherence to regulations.

KEY DUTIES AND RESPONSIBILITIES:

- Service to bar customers and delivery of food items to appropriate tables. Service includes but it not limited to: serving food and beverages, setting and cleaning tables, suggestive selling, and presenting bill for payment
- Service area includes the Flight Deck bar and tables
- Enter orders by using only the POS system
- Complete daily Shift Opening & Closing Checklist
- Resolve any guest concerns to the best of your ability, and ensure the Duty Manager/Management Staff is aware of guest interactions
- Review all operating policies and procedures on a continuous basis to ensure safety and sanitation, efficiency and guest satisfaction
- Promote a positive work environment
- Practice safety methods and techniques to ensure work areas are safe. Eliminate unsafe physical conditions, equipment, and machine hazards; and other risks in human and operational performance which may cause injury to people, damage to property, or cause other losses
- Follow Prince George's County Health Codes
- Follow State of Maryland and Company rules and regulations for serving Alcoholic Beverages

SUPERVISORY RESPONSIBILITIES:

- Yes

QUALIFICATIONS AND REQUIREMENTS:

- Minimum age is 18
- Experience in a Restaurant/banquet/mass feeding settings
- Must be able to work holidays and weekends
- Must at least be in pursuit of High school diploma or equivalent
- Ability to work in a fast-paced environment and maintain a positive attitude
- Team player
- Organized and detail oriented
- Good communication skills, both written and oral
- ServSafe Alcohol certified is necessary
- ServSafe Food Handling certified is a plus

ENVIRONMENTAL CONDITIONS:

- This position requires continuous temperature changes, working alone, and working with others.
- This position requires frequent work in extreme heat, extreme cold, dryness, or humidity.
- This position requires occasional work in or around wetness, cramped quarters, heights, noise, detergents/chemicals, mechanical hazards, moving objects, fumes/odors, dust, mists, gases, or vibrations.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Must be able to stand/or walk for long periods of time throughout the day
- Must be able to work outdoors at various times throughout the year
- Requires manual and bi-manual dexterity, fine and gross motor skills, eye/hand coordination, near vision, hearing and speech
- Requires occasional kneeling and bending
- Requires occasional walking, reaching above shoulder, pushing and pulling
- Requires occasional lifts and carries up to 60 pounds
- Requires occasional carries up to 100 pounds with the assistance of a hand cart

OTHER FUNCTIONS:

Any and all other duties that is assigned or necessary in order to support the Revenue Department and the operation as a whole. While this job description is intended to be an accurate reflection of the requirements of the job, management reserves the right to add or remove duties when circumstances (e.g., emergencies, changes in workload, rush jobs, staff levels, or technical developments) dictate.

**EQUAL OPPORTUNITY EMPLOYER
THE FLIGHT DECK IS A DRUG FREE WORKPLACE**