



Job Announcement

Opening Date:	July 29, 2024
Closing Date:	August 5, 2024
Position Title:	Food and Beverage Server/Bartender
Department:	Food and Beverage
Supervised By:	Food and Beverage Manager/Supervisor
Supervises:	None
Starting Salary:	\$16.00
Grade:	1T
FLSA Status:	Non-Exempt
Status:	Permanent
Hours:	Part Time
Benefits:	Yes, see below

General Statement of Responsibilities:

A Food and Beverage Server is responsible for excellent customer service while serving food and beverages to guests at the bar, restaurant, and the casino floor. The server is also responsible for following protocol for serving alcohol in a responsible manner. Servers should be aware of guest needs and team staffing issues throughout the Food and Beverage area, including the casino floor, restaurant and Diamond Willow Room. When required, the Food and Beverage team should provide support throughout the casino.

***Must be willing to work in a secondhand smoke environment.**

Specific Areas of Responsibilities:

- Receive drink and food orders from guests.
- Place order in the Point of Sale (POS) system.
- Collect money and make change.
- Inform guests of daily specials, make suggestions and answer questions.
- Serve meals from the kitchen and service areas promptly.
- Monitor cleanliness in the bar area, including ashtrays, tables and floors.
- Slice fruit for garnishing and ensure all garnishes are stocked and fresh.

- Notify management should they feel a guest is intoxicated.
- Explain promotions to guests.
- Keep the Brew Pub area and Diamond Willow Room bar area clean.
- Other duties as assigned.

Minimum Qualifications:

- Must be age 21.
- Must pass IHS Food Handler Certification
- Must pass TIPS/Responsible Beverage Service Training.
- Must be able to perform basic arithmetic calculations.
- Written and oral communications are required in the primary language used in the work area.
- Must pass pre-employment drug screen.
- Must qualify for a Gaming License.
- Must be able and willing to work any schedule, holidays, and weekends.
- Must be able to stand, walk, and exert fast-paced mobility for periods up to four (4) hours.

Physical Qualifications:

Must be able to stand, walk, and exert fast-paced mobility for long periods of time (up to 4 hours), bend, kneel, carry, and lift up to 20 pounds on a regular basis. With help must be able to lift up to 200 pounds occasionally.

Preference Policy:

Preference will be given to qualified Susanville Indian Rancheria Tribal Members. Indian preference is granted in accordance with P.L. 93-638.

Diamond Mountain Casino & Hotel Benefits Package:

The Diamond Mountain Casino & Hotel Benefits Package includes health, dental, and vision. Employees earn Paid Time Off (PTO) and seven holidays are included in each employees PTO. Diamond Mountain Casino & Hotel also offers a matching 401K Retirement Plan, Education Assistance (provisions apply), Employee Assistance Program, Health Spending Accounts (HSA), gym membership discounts, discounts with two different shoe vendors, and employee discounts in our restaurant, coffee shop, and gift shop.

How to Apply:

All applicants are required to submit a Diamond Mountain Casino & Hotel application. Applications can be picked up at 900 Skyline Drive, Susanville, CA or you may apply online at www.dmcah.com/job and an application will be emailed to you.

Only **complete** applications will be considered. To be considered for the position you must:

1. Submit a completed application
2. Attach a copy of your High School Diploma or equivalent if required
3. Attach a copy of your Tribal ID Card, if you are claiming Indian Preference

Completed applications can be dropped off in person at the casino security desk. They may also be emailed to ewadley@dmcah.com or faxed to 530-252-1110. All applications **must be received by 4:00 pm Pacific Time** on the closing date of the announcement.