



Concessions Bar staff

As of: June 18, 2021

Status: Part-Time, Hourly, Non-Exempt

Hours: Approx. 20 per week

Schedule: Weekends, Evenings, Holiday Season required

Wage: \$17/hour plus tips

Company Overview:

Founded in 2003, San Francisco Playhouse has grown to be the second largest non-profit theatre company in San Francisco. Powered by a team of energetic and innovative theatre lovers, we present a six-play mainstage season that includes world premieres, musicals, and off-Broadway plays that embrace the founding mission to serve as our community's Empathy Gym. In addition to onstage programming, we sponsor a Rising Star Education Program for high school students, commission new playwrights, and have a second, Sandbox Series of world premieres to promote new playwrighting talent. Refer to sfplayhouse.org for more information about our company.

Position Overview:

The Concessions Bar staff set up the bar for each show, serve drinks & snacks, and clean up, empty trash and lock up at the end of the night. Regular side-work is a part of every shift. Concessions Bar staff are also a part of our Special Events team. This includes On-site and Off-site events, set-up, break-down, and post-event tasks.

Key Responsibilities:

- Concessions Bar (reports to Concessions Manager)
 - Work on average 3 shifts per week; Saturdays, Sundays & holiday season required*.
 - Set-up bar, bathrooms and lobby prior to opening.
 - Liaise with House Manager to ensure bar service keeps show times on schedule
 - Serve beer, wine and mix cocktails for Patrons; prepare simple food platters, which requires food handlers & alcohol servers permits (permits obtained through employment if needed)

- Reconcile cash drawer & print nightly sales reports, using ShopKeep
- Ensure all compost, recycling or waste is disposed of properly in appropriate bins
- Assist House Manager with any spills, accidents or incidents as they occur
- Communicate with House Mgt & Stage Mgt to lock up at the end of the night.

* Holidays: We do not have shows on Thanksgiving Day, Christmas Eve, Christmas Day, New Years Day, but we do have shows immediately before and after those holidays, including some two-show days.

Qualifications:

- Customer Service Experience Required
- Cash Handling Experience Required
- Food/Beverage Service Experience Required; Bartending Experience preferred
- Background in Theatre Arts a plus (House Mgt. or Stage Mgt. experience a definite plus!)
- Computer savvy and a people person
- Ability to lift 20-30 lbs, use stairs and remain standing for 2 hours at a time
- Evening, Weekend & Holiday Season Availability Required
- Must be a reliable and flexible team player who can think on their feet
- If you can charm the public while maintaining a professional, positive attitude, you are the person for us!

San Francisco Playhouse is committed to creating an inclusive and diverse environment, and we are proud to be an equal opportunity employer. All qualified applicants will receive consideration for employment without regard to race, color, religion, gender, gender identity or expression, sexual orientation, national origin, genetics, disability, age, or veteran status. San Francisco Playhouse is also committed to compliance with all fair employment practices regarding citizenship and immigration status.