# **PERSON SPECIFICATION: CASUAL BAR STAFF POST REFERENCE: 101558**

**HARTLEPOOL BOROUGH COUNCIL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. IF THIS POST IS SUBJECT TO SAFER RECRUITMENT MEASURES THEN A DISCLOSURE AND BARRING SERVICE (DBS) CHECK WILL BE REQUIRED.**

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| REQUIREMENTS | ESSENTIAL CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) | DESIRABLE CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) |
| * **Educational/vocational/ occupational qualifications and/or training** * **Specific qualifications (or equivalents)** |  | Level 2 SIA Door Supervisor Qualification (I)  Customer Service (I)  Events related qualifications(I) |
| * **Work or other relevant experience** | Previous bar experience (I)(R)  Previous customer service experience (I) (R)  Cash handling (I) (R) | Working in a live music venue (I) (R)  Working in a theatre (I) (R)  Working in a performance venue (I) (R)  Working in a sporting arena (I) (R) |
| **ESSENTIAL/DESIRABLE CRITERIA WILL BE VERIFIED BY: F = FORM I = INTERVIEW T = TEST(S) R = REFERENCE(S)** | | |

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| REQUIREMENTS | ESSENTIAL CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) | DESIRABLE CRITERIA Please indicate in brackets after each criteria how this will be verified i.e. (F), (I), (T), (R) | |
| * **Skills, abilities, knowledge and competencies** | Excellent Customer Service Skills (I)  Sound knowledge of Challenge 21 Policy (I)  Understanding of some dietary requirements (I)  Understanding of appropriate glassware (I)  Addition and managing money giving correct change (I)  Bar product knowledge (I) | tieodeo  Knowledge of bar related weights and measures (I)  Knowledge of bar licensing (I)  Conflict Management (I) | |
| * + **General competencies** | Excellent communication skills (I) (R)  To be able to work well under pressure (I)(R)  To be able to take direction (R) |  | |
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Please note all appointments within Hartlepool Borough Council are subject to a declaration of medical fitness by the Council’s Occupational Health Service (having made reasonable adjustments in line with the Equality Act (2010) where necessary.