



# Example of Beverage Supervisor Job Description

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Our company is hiring for a beverage supervisor. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for beverage supervisor

- Monitors pouring techniques of bartenders and bar apprentices and addresses any variances
- Monitors beverage servers for friendly and efficient drink cycles
- Works with Security department to ensure escalated issues are handled professionally
- Places beverage orders
- Performs daily labor and payroll edits in KRONOS
- Executes month-end inventory by physically counting all beverage products
- Administers progressive discipline and attendance points according to company policy
- Adheres to the provisions of the collective bargaining agreement
- Recruit, select, train, coach, counsel, recognize and retain direct reports who consistently
- Beverage Bartenders

## Qualifications for beverage supervisor

- Aiding guest satisfaction, building relationships with guests and members
- Maintaining brand standards and encouraging hosts to do so also
- Aiding in the promotion of our food and beverage services, developing new clientele
- Working alongside Food and Beverage Management to reach hotels goals and targets
- Previous customer service experience with minimum of two years in a similar

