



Bar Assistant

Announcement # JB-12-010A

Salary: \$10.66 per hour Series/Grade: NA-7405-01
Naval District Washington - Fleet and Family Readiness Program
Department of the Navy Non-Appropriated Funds

LOCATION: Slip Inn Bar & Grill, JB Anacostia-Bolling

OPENED: 12 January 2012
CLOSES: OPEN CONTINUOUS

AREA OF CONSIDERATION: ALL SOURCES

FLEXIBLE (0-40 HOURS PER WEEK) NO BENEFITS OFFERED

Submit required forms OF-612 AND OF-306 (forms available for download on <http://cnic.navy.mil/NDW/About/Jobs/> To: Fleet and Family Readiness Program, ATTN: Human Resource Office, 12 Brookley Ave. Ste. 108, Washington, DC 20032 or email to naf.jbab.fct@navy.mil. A résumé may be included with the required forms, but not instead of the OF-612 and OF-306. Please Direct Inquiries to:
(202) 404-7077

DUTIES AND RESPONSIBILITIES:

Sets up full service, limited service, and special party or banquet bars with the necessary supplies such as beverages, mixes, condiments, ice, and a variety of liquors and liqueurs, prior to opening the bar. Continually checks the cleanliness of the bar, its equipment and the bar area, and resupplies as needed or as directed by the bartender. Disposes of waste materials. Unloads and stacks all necessary supplies, cleans and replaces pressurized containers. Performs other related duties as assigned.

MINIMUM QUALIFICATIONS:

Ability to visually recognize shortages of supplies at the bar such as beverages, beer, condiments, garnishes, glasses, napkins, and utensils and to replace them as needed. Skill to use knives and automatic slicers in the preparation of garnishes such as oranges, limes, and lemons. Ability to mix and serve simple drinks under close technical guidance of a Bartender. Must be able to obtain a valid health card. Incumbent must be able to obtain access to base computer system if applicable. Position is subject to satisfactory completion of a background investigation.

Physical Effort: Work requires frequent light to moderate lifting and carrying of objects weighing 5 to 15 lbs. and pushing and pulling objects weighing 10 to 20 lbs. Occasionally required to lift up to and over 40 lbs. Heavier objects such as beer kegs are usually transported with the aid of a dolly.

Visit our web site:

<http://cnic.navy.mil/NDW/About/Jobs/>

Note: All applicants must address the qualification requirements on your resume/application. If all required qualifications are not cited on your resume/application you will be disqualified.

Some positions have special requirements. In these cases selection is tentative pending satisfactory completion of these requirements. Applicants may be required to provide proof of education, etc.

As a condition of employment, the selected individual will be required to participate in the Direct Deposit/Electronic Fund Transfer program.

Spouses of active duty military members of the Armed Forces may receive preference in hiring under this announcement if they are among the best qualified referred and are within reach of selection. Please clearly identify in your application that you are asking for spouse preference and submit a copy of current PCS orders. **Failure to submit current PCS orders with application will prevent spousal preference from being granted.**

The Department of Navy is an Equal Employment Opportunity Employer. All qualified candidates will receive consideration without regard to race, color, religion, sex, national origin, age, disability, marital status, political affiliation, sexual orientation, or any other non-merit factor.

The Department of the Navy provides reasonable accommodation to applicants with disabilities. Applicants with disabilities who believe they require reasonable accommodation should contact our Human Resource Office to ensure that the Department of the Navy can consider such requests. The decision to grant an accommodation will be made on a case by case basis.

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