

## **Employment Opportunity**

### **Food & Beverage Staff, Food & Beverage Concession Attendants and Bartenders**

#### **Civic Theatres Toronto Toronto, Canada**

Civic Theatres Toronto is currently seeking Food & Beverage Staff, Food & Beverage Concession Attendants and Bartenders to join our team for our exciting 2017/2018 season at one of our three Civic Theatres Toronto's locations:

- St. Lawrence Centre for the Arts
- Sony Centre for the Performing Arts
- Toronto Centre for the Arts

These are seasonal part-time positions for outgoing customer service oriented team players that thrive in a fast paced, diverse theatre environment.

These positions work a varied schedule including weekdays, weekday evenings and weekends. Candidates must have a flexible schedule and be available to work any of the above. Weekday and/or matinee shifts are mandatory.

#### **FOOD & BEVERAGE STAFF (ST. LAWRENCE CENTRE LOCATION):**

This is a unionized position; successful candidates will be required to join CUPE Local 2652

#### **FOOD & BEVERAGE CONCESSION ATTENDANT POSITION (SONY CENTRE LOCATION):**

This is a unionized position; successful candidates will be required to join IATSE Local B-173.

#### **BARTENDERS (TORONTO CENTRE LOCATION):**

This is a non-union position.

#### **RESPONSIBILITIES:**

- Maintains a positive image of the Civic Theatres Toronto locations through contacts with clients and patrons.
- Setting up permanent and portable food & beverage stations.
- Take orders from patrons including food, soft drinks, beer and wine.
- Ring orders into register, collect payment and make change.
- Practice safe serving techniques and inform supervisor of any action that is necessary.
- Performing accurate inventory counts, and tracks transfers as required.
- Set up and re-stocking locations relating to food and beverage at each stand as directed and required.
- Preparing coffee and food products for sale, as required.
- Serving alcoholic drinks in a responsible manner, e.g. to persons of legal age, who are not near the point of intoxication) and verify legal age of patrons when required.
- Clean-up of all food & beverage stations & equipment.
- Performs other duties as assigned.

## **QUALIFICATIONS:**

- Legal age to serve alcohol in Ontario.
- All applicants must have Smart Serve Certification.
- Minimum 2-3 years experience in a comparable food and beverage environment (including cash-handling and serving alcohol).
- Must possess basic math skills and have the ability to handle cash, credit and debit transactions.
- Knowledge of safe food handling practices and procedures.
- Demonstrated ability to provide exceptional customer service.
- Understand and adhere to established policies and procedures, e.g. Emergency Plan, Fire Plan and Emergency Procedures.
- Must be able to stand and exert fast-paced mobility for entire shift.
- Must be able to frequently lift and carry food and other items weighing up to 45 pounds and occasionally greater.
- Ability to understand and follow directions from a supervisor.
- Displays high initiative and requires minimal supervision.
- Possesses strong communication and interpersonal skills.
- Well groomed, mannerly, co-operative, self-motivated, outwardly friendly & team player.
- The ability to work on multiple levels of building location to ensure effective procedure in the department.
- Comfortable safely operating coffee brewers and industrial dish-washers.

## **THE ORGANIZATION:**

In 2015, Toronto's City Council approved the consolidation of the governance and operations of the St. Lawrence Centre for the Arts, The Sony Centre for the Performing Arts, and Toronto Centre for the Arts into one new organization under the direction of a City appointed board called Civic Theatres Toronto.

The mandate of Civic Theatres Toronto is to provide quality performance and event facilities and to promote its contribution to the artistic, cultural and social vitality of Toronto and its communities. The Board of Directors of Civic Theatres Toronto is responsible for overseeing the business affairs of the three venues.

## **HOW TO APPLY:**

Interested applicants should email a cover letter and resume for confidential consideration to [jobpostings@sonycentre.ca](mailto:jobpostings@sonycentre.ca). Please include the specific position and location you are applying to. No phone calls please.

Civic Theatres Toronto thanks all applicants in advance. Only those candidates selected for an interview will be contacted.

CTT is an equal opportunity employer. We are committed to inclusive, barrier-free recruitment and selection processes and work environment in accordance with the Accessibility for Ontarians with Disabilities Act (AODA). Human Resources will work with applicants requesting accommodation at any stage of the hiring process. CTT is committed to building a more diverse workplace and encourage all qualified applicants to apply.

Date Posted: October 3, 2017

Application Deadline: October 17, 2017

Start Date: ASAP