



## **The Loco Klub Bar Supervisor - Job Description**

The Invisible Circus is an eclectic, innovative performance company, creating a variety of productions from intimate theatrical experiences to large scale shows. We are a small, dedicated company that strongly believes in social change and the power of art & performance. The Loco Klub is the sister company and is a multi-use arts/theatre venue, steeped in history. It is a collaborative, cultural hub for Bristol, celebrating community, diversity and the power of the arts.

The Loco Klub is going through an exciting period of growth and to assist with this we are looking for a passionate and enthusiastic new member of the venue team to work alongside the Bar Manager as a Bar Supervisor. This role is freelance and part time, hours will vary but will be mostly weekend evenings and nights.

### **Main responsibilities**

- Supporting the Bar Manager
- Bar set up and clean down
- Stock check and ordering
- Handling deliveries
- Keeping up to date with licensing
- Enforcing health and safety
- Cellar maintenance & line cleaning
- Sound knowledge of spirits, wines and ales
- Till maintenance including cashing up and float orders
- Recruiting, training and motivating staff
- Staff organisation and rotas
- Assisting the Venue Manager with setting up for events and ad hoc tasks
- Attending weekly management meetings

### **Person Specification**

- At least two years previous Bar Supervisor experience.
- Experienced cashing up over
- Reliable and punctual
- Able to work efficiently on your own and be a good team player
- Personal License Holder (useful, but not essential)

- Organised
- Friendly

**Job Type:** Part-time, permanent

This is initially a freelance position.

Hours are flexible and vary week to week (between 15-25), mostly weekends and evenings.

**Rate of Pay:** £10 per hour (£10.50 per hour after midnight)

This role is ideally for an immediate start.

**To apply please email your CV and cover letter to: [bar@locobristol.com](mailto:bar@locobristol.com)**