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Stephanie events are looking for **Bartenders** and **Event Registration Staff** to work with us for the Bob Dylan event, held on November 30, 2021, at the Florida International University's Chaplin School of Hospitality & Tourism Management grounds. The event is expected to last for two (2) hours from 4:00 PM.

### **Bartenders**

#### **Responsibilities and Expectations**

- Prepare alcohol or non-alcohol beverages for the event guests
- Interact with the event guests, take orders, and serve snacks and drinks
- Stay guest focused and nurture an excellent guest experience
- Knowledge of all food and beverage regulations in Miami

#### **Qualifications**

- Relevant training certificate
- Resume and proven working experience as a Bartender
- Computer literacy
- Positive attitude and excellent communication skills
- Ability to keep the bar organized, stocked, and clean
- Excellent knowledge of mixing, garnishing, and serving drinks
- Knowledge of a second language is a plus but not a must
- Ability to stand, walk, bend, etc. for extended periods
- Meets state minimum age to serve alcohol (At least 18 years old in Florida)
- Must be eligible to work in the US

#### **Time Required**

- Successful applicants **MUST** attend a 6-hour training one day before the event.

- Successful applicants will work throughout the event

### **Compensation**

- The training and working hours pay rate is \$20 per hour
- Payments will be made in three (3) to five (5) days after the event

### **Other**

- Successful applicants will be provided with food before the event begins.
  - Free parking and uniform provided
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## **Event Registration Staff**

### **Responsibilities and Expectations**

- Practice the highest level of customer services/public relations with the event guests
- Coordinate with other Registration staff and Customer Service in all forms of registration, ticket scanning, and providing wristbands to attendees
- Answer all arriving guest's events or direct them to the responsible staff member
- Assist arriving guests on the processes involved

### **Qualifications**

- Computer literacy
- Must have excellent oral communication skills
- Flexible and able to handle multiple tasks and conflicting priorities
- Ability to effectively meet and deal with the public and to handle stressful situations
- Knowledge of a second language is a plus but not a must
- Ability to stand, walk, bend, etc. for extended periods
- 1-2 years customer service experience
- Must be eligible to work in the US

### **Time Required**

- Successful applicants MUST attend a 5-hour training one day before the event.
- Successful applicants will work throughout the event

### **Compensation**

- The training and working hours pay rate is \$25 per hour
- Payments will be made in three (3) to five (5) days after the event

### **Other**

- Successful applicants will be provided with food before the event begins.
- Free parking provided