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901 Lawrence Avenue West, Toronto, ON M6A 1C3 (416) 789-7011, ext 232, ext 236

Villa Charities is a leading non-profit organization that launched its first project in 1971 and has grown into multi-discipline programming designed to meet the needs of an ever-growing Italian-Canadian and multicultural community in the Greater Toronto Area.

The Columbus Centre and Sala Caboto at Villa Colombo have been hosting and planning an array of memorable events for over 30 years.

Our two locations are situated within a four acre campus at Dufferin and Lawrence in Toronto. The facility operates a fine dining restaurant, casual café and a very busy banquet department.

We are currently accepting applications for the following positions:

Bartenders - Part Time

Job Summary:

Responsible for serving beverages to guests during various banquet events, ensuring customer satisfaction by handling bar transactions in a quality, fast, efficient, and friendly manner and ensure Columbus Event Centre's customer service and professional standards are upheld.

Major Responsibilities:

- Provide service to guests in an efficient, friendly and professional manner
- Adhere to and assist in enforcing provincial liquor laws
- Maintain a respectful working relationship with your team members
- Provide high level customer service
- Manage multiple beverage orders quickly and efficiently
- Prepare bar for service including preparation of stocks, mixes, ice and garnishes
- Report to banquet supervisor or manager any need for cleaning or repair of equipment and general areas of concern
- Complete closing procedures
- Participate in staff meetings, as required
- Maintenance of clean and safe working environment

Qualifications Required:

- Knowledge of provincial health and liquor laws
- Bartenders Certificate of proficiency preferred or proven acceptable work experience in banquet environment
- Smart Serve Certification, required

- Ontario Ministry of Labour Health & Safety Awareness Training Certificate, required
- Police Records Check for which you are responsible for associated costs
- Must be able to communicate effectively in English
- Must be able to lift heavy items up to 30 lbs. AND be able to stand for long periods of time during a shift
- Must be able to work in a high pressure environment
- Must be able to multi-task
- Must be able to work in a team environment and have a positive approach in dealing with peers and clients
- Must be reliable and responsible
- Must be able to work with minimal supervision
- Must be available to work evenings, weekends and holidays

Hours of Work:

- Required to work evenings, weekends and holidays
- Part-time position two to three days per week (Thursday – Sunday)
- Hours may vary due to nature of business; therefore, job incumbent must be flexible.

Remuneration:

This organization offers a base hourly rate, plus gratuities.

Applications:

We thank all candidates for their interest, however only those that most closely match job specifications will be contacted. This position posting will remain posted until it has been filled.

Please send cover letter/resume for this immediate opening by e-mail to:

Nicky Stathis, HR Administrator
nsthathis@villacharities.com

In accordance with the Ontario Human Rights Code, Accessibility for Ontarians with Disabilities Act and Villa Charities/Columbus Centre's policies, the organization is committed to ensuring accessible services and communications to individuals with disabilities. Should you require accommodation at any point during the recruitment process, including accessible job postings, please contact Nicky Stathis, HR Administrator.