



# Job Description

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| <b>Job Title:</b>     | Bar Manager                                                                     |
| <b>Place of Work:</b> | The Top Hat Bar & Restaurant, Monopoly Lifesized, London                        |
| <b>Salary:</b>        | £15.60 per hour                                                                 |
| <b>Contract type:</b> | Fixed Term Contract<br>12 <sup>th</sup> October 2026 – 3 <sup>rd</sup> Jan 2027 |
| <b>Hours of work:</b> | Minimum 30 hours weekly. Availability Mon - Sun                                 |

## Overview

The Bar Manager will report into the Restaurant Manager and be responsible for the day-to-day running of the bars at Monopoly Lifesized, including The Top Hat Bar, our Drinks on the Board concept and, when required for private hires, our Basement Bar. You will deliver an exceptional drinks offering and guest experience while maintaining high operational standards across the venue.

Working closely with the Restaurant Manager and side by side with the Floor Manager, you will lead the bar team from the front, with a hands-on, charismatic and disciplined approach. The Bar Manager will help to foster a positive and inclusive working culture, training and developing a dedicated bar team, including agency team members, and ensuring every drink served is of a consistently high quality. Experienced in running a fast-paced, high-volume bar, you will thrive during busy periods and large corporate bookings, keeping service slick, accurate and on time, with cleanliness and organisation a priority at all times. You will handle any complaints calmly and with a solution-focused approach.

You will oversee the venue's drinks operations, including detailed ordering, stock counts and wastage reporting, helping to maximise commercial performance, spend per head (SPH) and gross profit (GP). You will follow our strict IP approval process for any new cocktails or changes, ensure the Monopoly brand is upheld in line with our licence at all times, deputise for the Restaurant Manager when required and play a key role in ensuring the venue operates safely, efficiently and in line with company standards.

## Key Responsibilities

### Leadership and Development

- Report into the Restaurant Manager, supporting them in providing effective leadership and motivation to The Top Hat bar team.
- Manage, train and onboard all new bar team members, including agency team members, ensuring everyone is fully briefed on drinks specifications, service standards and venue procedures before starting a shift.
- Deliver ongoing training in cocktail preparation, product knowledge and responsible alcohol service, so standards remain consistent across every shift.
- To proactively resolve operational issues, escalating where appropriate to the Restaurant Manager to ensure the best possible guest experience.
- Work side by side with the Floor Manager to ensure seamless communication between the bar and floor teams, acting as a key point of contact during operational shifts.



### Customer Service

- Support the Restaurant Manager in developing, embedding and maintaining guest service standards, ensuring all bar team members are regularly trained and coached to deliver them consistently.
- Deliver excellent customer service and maximise commercial opportunities.
- Work collaboratively across all departments to share feedback, evaluate operations and implement improvements.
- Encourage guest feedback across all touchpoints and support responses to on-site and online reviews.

### Commercial Development

- Support the Restaurant Manager to deliver clear training plans, helping the bar team develop upselling and sales techniques.
- Support the delivery of incentives and sales initiatives, helping to motivate teams and maximise drinks sales, spend per head (SPH) and gross profit (GP).
- Plan and deliver bar service for large corporate bookings and private hires, working closely with the bookings team to ensure guest requirements are met.
- Develop knowledge of ticketing and EPOS systems to ensure efficient venue operations.

### Bar Operations

- Act as Manager on Duty on a rota basis, taking day-to-day responsibility for all aspects of staff management, public and premises safety and security and all aspects of Health and Safety management.
- Manage the day-to-day operation of The Top Hat Bar and our Drinks on the Board concept, and support the management of our Basement Bar as and when needed for private hires.
- Lead a fast-paced, high-volume bar, ensuring drinks are served quickly and accurately during peak periods and large corporate bookings.
- Maintain high quality on all drinks served, ensuring every drink is prepared to specification and consistently presented to the highest standard.
- Follow the strict IP approval process for any new cocktails or changes to existing drinks, ensuring no new or amended drink is served until approval has been received.
- Ensure the Monopoly brand is upheld in line with our licence at all times, including drink names, menus, garnishes, glassware and presentation.
- Make cleanliness and organisation a priority, ensuring all bar areas are kept clean, tidy and well stocked, with cleaning schedules completed, signed off and audited.
- Have a strong understanding of our food & beverage offering, alongside any third party promotions.
- To always act in the best interest of the Company when actioning customer recovery.
- Respond to guest feedback with empathy and generosity.
- Ensure full compliance with licensing laws, including Challenge 25 and the responsible service of alcohol.
- Ensuring opening & closing checks are completed thoroughly and audited.
- Ensuring PDQs are used correctly and investigating or escalating discrepancies with the Restaurant Manager.
- Communicate closely with the floor team and kitchen to ensure smooth and accurate service.

### Stock Control and Ordering

- Be extremely detailed and accurate when placing orders, ensuring stock levels meet business needs while minimising overstocking and waste.
- Accurately record all wastage, ensuring every item is logged correctly and promptly, and report on wastage trends to the Restaurant Manager.
- Carry out regular, detailed stock counts for all bar stock, glassware and consumables,



investigating and reporting any variances.

- Manage drinks suppliers, checking all deliveries against orders and invoices and resolving any discrepancies.
- Keep stock rooms and cellar areas clean and organised, following correct stock rotation procedures.

#### Health and Safety

- Support the Restaurant Manager, Operations Manager and Premises Manager in maintaining Health & Safety, Fire and Risk Management policies.
- Support the Venue Manager in liaising with contractors and ensuring site works are carried out safely and in accordance with company procedures.
- Ensure all bar equipment is cleaned and maintained, reporting any faults promptly.
- Collate and circulate venue-wide Health & Safety information and documentation.

## **Knowledge, Skills and Experience**

#### Essential

- Ability to lead teams with clarity, energy and purpose
- Proven experience managing a fast-paced, high-volume bar, including large corporate bookings and events
- Excellent team leader who can work flexibly to meet business requirements
- Excellent attention to detail with the ability to work under pressure, deliver to strict deadlines and manage conflicting priorities
- Highly organised, with strong experience of ordering, stock counts and wastage reporting
- Excellent cocktail and product knowledge, with a commitment to consistently high drinks quality
- Experience of training and managing new team members, including agency staff
- Customer focused with excellent verbal communication skills, with the ability to work at all levels within the business and communicate confidently with the Senior Leadership Team.
- Experience of creating, maintaining and overseeing bar operational procedures
- Experience of managing drinks suppliers
- Experience of managing EPOS systems
- Experience with F&B cash up/finance procedures.
- Result focused with the ability to take ownership of tasks

#### Equal Opportunities

The Path Entertainment Group is an equal opportunities employer. We are committed to fostering a diverse and inclusive workplace where everyone is treated with respect and given equal opportunities, regardless of age, disability, gender identity, marital status, pregnancy, maternity, race, religion or belief, sex, or sexual orientation.

#### Confidentiality

Whilst working for the Company there will be access to a wide variety of confidential information concerning the Company, Customers and Team members. It is vital that all such information remains confidential and must not be disclosed to anyone outside the Company unless otherwise stated. Please refer to the Handbook for full policy details.

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This job description is intended to illustrate the main duties and responsibilities of the job. It is not to be regarded as exhaustive. Other tasks and responsibilities of a broadly comparable nature may be added on a temporary or permanent basis, as appropriate for the expansion of the business.

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To apply for this position, please send a cover letter and CV to [jobs@pathents.com](mailto:jobs@pathents.com)