



146 High Street, Ipswich, MA 01938 | hi@thelittleslounge.com

Barista

Reports To: Operations and Event Manager

FLSA Status: Non-Exempt

Job Summary:

The Barista will prepare and serve specialty coffee, other beverages, and select food items to customers.

Supervisory Responsibilities:

- None.

Essential Duties and Responsibilities:

- Prepares and serves hot and cold beverages, such as coffee, blended coffee, and tea, to customers; correctly customizes orders as requested.
- Describes product details to customers.
- Receives and processes customer payments.
- Serves prepared foods and baked goods.
- Ensures customer service stations are properly stocked with paper products or beverage preparation items.
- Cleans and sanitizes all equipment, utensils, dishes, and work areas.
- Cleans and sanitizes service and seating areas.
- Stocks supplies or retail products; may inventory, order, or receive products as directed.
- Performs other related duties as assigned.

Required Skills/Abilities:

- Excellent verbal and written communication skills.
- Ability to follow all safe food handling procedures and sanitation practices.
- Ability to serve customers quickly, efficiently, and kindly.

Education and Experience:

- High school diploma or equivalent required.
- Must successfully complete training in food preparation, food service skills, and customer service procedures.
- 1+ year of customer service experience preferred.

Physical Requirements:

- Must be able to lift up to 15 pounds at times.
- Must be available to work early mornings, evenings, weekends, and holidays.



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Compensation:

This is a part-time role with a flexible schedule, typically requiring 20 to 30 hours per week. Hours may vary based on business needs, events, and programming.

Wage Range: \$15.00-\$17.00 per hour

This job description is intended to outline the primary responsibilities and qualifications for the Barista position. It is not an exhaustive list of duties and may be subject to change based on business needs.