



PREDATOR RIDGE

Food & Beverage Support Staff – Part time Job Description

Purpose

Reporting to the Food & Beverage Manager, this part time position welcomes guests, seats them and assists the servers and bartenders in creating an exceptional experience.

Responsibilities and Accountability

- Answer the phone in a prompt and professional manner.
- Book reservations and respond to all enquiries in a timely manner.
- Ensure that guests are greeted in a friendly and courteous fashion.
- Display a pleasant disposition at all times.
- Ensure the needs of waiting guests are met.
- Food running and assist with 'to go' orders.
- Learn and promote the development's services, facilities, and amenities and be able to direct guests accordingly.
- Track station assignments and seating rotation.
- Maintain a guest focus while performing duties.
- Maintain a stocked, tidy and clean work area at all times.
- Assist server with cleaning and organizing of all work areas.
- Assist with bussing and setting of tables.
- Work as a contributing team member and act in a professional and respectful manner at all times.
- Adhere to the staff schedule and report to work area at the stated time, in uniform, ready for shift.
- Comply with all standard operating procedures and policies of Predator Ridge Resort.
- Perform other related duties assigned by the management team.

Position Requirements

- Possess a positive attitude and work well with others.
- Be competent on the computer system.
- Must be able to take direction and work with minimal supervision.
- Must be able to lift heavy objects on a regular basis.
- Be able to work varying shifts.
- Must be able to stand for long periods of time.

This job description has been designed to indicate the general nature, essential duties and responsibilities of work performed by team members in this position. It may not contain a comprehensive inventory of all duties, responsibilities, and qualifications.