

MULLIGAN'S RESTAURANT

POSITION: HOST/HOSTESS

DEPARTMENT: MULLIGAN'S RESTAURANT

ESSENTIAL FUNCTIONS:

- Greeting and seating guests in a friendly, timely fashion
- Cashiering duties which include:
 - o Recording of sales by use of sales computer
 - o Handling of cash
 - o Credit card transactions
- Helping assure Guest receives full service while in at the restaurant
- Anticipating and communicating the guests' needs
- Helping maintain overall cleanliness of restaurant with at times using cleaning agents
- Possibly lifting at times 25 or more pounds (trays and bus tubs) while assisting bussers
- Majority of your time will be spent on your feet
- Positive, energetic, and helpful attitude toward fellow employees and guests
- Assisting in other departments when needed

REQUIREMENTS:

- Full adherence to uniform requirements (i.e. non slip shoes in good repair, name tag worn at all times, crisp clean uniform)
- Full adherence to hygiene requirements (i.e women's hair pulled away from face at all times, men's hair cut and worn above collar. No facial hair, mustaches okay)
- Full adherence to any other uniform and hygiene requirements as dictated by hotel policy
- Punctual
- Follow all procedures and guidelines stated in the employee manual
- Must be able to pass a background check