

COEUR D'ALENE INN AND CONFERENCE CENTER

RESTAURANT

POSITION: SERVER

DEPARTMENT: MULLIGANS BAR AND GRILLE

HOURS OF OPERATION: 6:00AM-9PM 7 DAYS A WEEK

ESSENTIAL FUNCTIONS:

- Taking Guest's order correctly and following established serving procedures
- Cashiering duties may include:
 - Recording sales by use of the cash computer
 - Handling of cash
 - Credit card transactions
- Preparation of some food and beverage items
- Assist in other departments when the need arises
- Learning and verbalizing to the Guest all menu items
- Helping clear and set tables
- Helping to greet and seat Guests
- Assuring the Guest receives full service while in the restaurant
- Anticipating and communicating the Guest needs
- Helping maintain overall cleanliness of restaurant with at times using cleaning agents (after proper training)
- Possibly lifting at times 50lbs or more (trays, bus tubs, supplies) while assisting bussers
- Able to endure long periods of time standing and walking
- Positive, energetic and helpful attitude towards fellow employees and Guests

REQUIREMENTS:

- Must pass a background check
- Full adherence to uniform requirements
 - Shoes in good repair, clean and polished
 - Name tag worn always
 - Clean, crisp uniform
- Full adherence to hygiene requirements
 - Women's hair is always pulled back away from face and shoulders
 - Men's hair cut and worn above the collar. Any facial hair neat and trimmed. Sideburns no longer than 1 inch

- Full adherence to other uniform and hygiene requirements dictated by hotel policy
- Punctual
- Follows all procedures and guidelines stated in the employee handbook

PERSONALITY:

- Outgoing, friendly, positive towards guest and other co-workers
- Willing to go the extra mile for the guest
- THE ANSWER IS YES, WHAT IS THE QUESTION?
- A desire for teamwork and to do anything needed to assist co-workers in and outside of the department