

## **Wait Staff Job Description**

**The wait staff operates in a fast paced, high-volume environment. Applicants must be able to quickly and professionally serve customers.**

### **Requirements**

Ability to read and write  
Ability to stand/walk 5 hours without a break  
Ability to perform basic cash handling tasks  
Possess basic computer skills and have the ability to learn job specific computer tasks  
Ability to interact with the public  
Ability to multi-task  
Comfortable working in a high-volume establishment  
Ability to learn and memorize the menus  
Ability to lift 25 pounds  
Ability to comply with *Techniques of Alcohol Management*  
Maintain appearance standards  
Previous experience a plus  
Must be at least 20 years of age  
Must be TAM™ Certified (Allowed to start without certification - requirement deadline TBA)  
Must be available days, nights, weekends and holidays, during our peak season (June – Labor Day)  
May be required to work in other departments as needed

### **Primary Functions**

Pleasantly greet the customer(s)  
Communicate the needs of the customer(s) i.e. taking order, serving order, complete the service  
Accurately enter the order in the P.O.S. system  
Collect payment and settle transactions  
Maintain the cleanliness of the server stations

### **Secondary Functions**

Opening side work – take down chairs, wipe down all tables, set up server stations, clean games, preparing sauce cooler etc.  
Side work throughout the shift – change out dirty silverware pans, return trays, maintain the appearance & restock table caddies, restock server stations, sort clean silverware, etc.  
Closing side work - clean high chairs/boosters, maintain the appearance and restock table caddies, wipe down all tables, put chairs on tables, close down dish machine, etc.  
Clean dirty glassware  
Dust walls, artwork, and accessories in all Dining Rooms  
Maintain the cleanliness of the Break Room  
Other duties as assigned by a manager