

JOB TITLE: SERVER
DEPARTMENT: Food and Beverage
REPORTS TO: Food and Beverage Manager
JOB CLASS: Non-Exempt
EEO CODE: 09
DATE: 08/2020

JOB SUMMARY

Attends to the service needs of club patrons in restaurant and dining areas in a courteous manner according to Company standards.

ESSENTIAL JOB FUNCTIONS

The essential functions include, but are not limited to the following:

1. Take, prepare, and deliver drink and food orders for customers.
2. Enters patron's orders into the computer, verify accuracy of order, collect payment when finished.
3. Clears tables and attends to the general cleanliness of the dining area.
4. Assists the chef with food preparation as required.
5. Ensures the server station and bar is stocked and clean.
6. Attends Responsible Alcohol and Tobacco Service training and adheres to the Responsible Alcohol and Tobacco Service policy.
7. Maintains professional appearance and demeanor. Adheres to club dress code always.
8. Demonstrates a commitment to the work and success of the Company by being solution-oriented, having positive interactions with all team members and meeting customer service standards set by management.
9. Performs additional assignments per the direction of club or Company managers.
10. Regular and punctual attendance on site for all scheduled shifts is required.

KNOWLEDGE, SKILLS AND ABILITIES

The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

1. Must have the ability to deliver a high level of customer service.
2. Good oral communication skills.
3. Can compute simple math and count change accurately.
4. Able to obtain a food handler's permit or certification.

EDUCATION AND EXPERIENCE

1. Previous experience in food service preferred.
2. Certified Food Handler (rservering.com or Local Certification).
3. Responsible Alcohol and Tobacco training and/or certificate.
- 4.

PHYSICAL REQUIREMENTS

Seeing and hearing: read documents, computer screen, answer phones, communicate in person	50-100%
Standing and walking	50-75%
Climbing, stooping, squatting and kneeling	0-24%
Dexterity: utilizing phone, typing, writing and Driving	0-25%
Lift in excess of 25 pounds	0-24%

Note: The statements herein are intended to describe the general nature and level of work being performed by employees assigned to this classification. They are not intended to be an exhaustive list of all responsibilities,



JOB DESCRIPTION

duties and skills required of personnel so classified. This job description may be changed or updated at any time without notice.