## Server

## **Duties and Responsibilities Summary:**

Seasonal staff to assist guests with their food and beverage orders while providing excellent service.

## **Primary Responsibilities:**

- Checking in with the supervisor for daily tasks and specials.
- Prepare the assigned area according to guidelines.
- Greet and thank guests when beginning service.
- Providing good guest service by being friendly, listening to guests, answering any questions to the best of your ability, and maintaining professionalism at all times.
- Responsible for handling cash, accurately collecting and depositing money and exchanging with guests.
- Promptly assisting guests with their orders.
- Working with other staff members to maintain and restock inventory as needed.
- Manage cleanliness of stand by wiping tables, sweeping floors, and taking out trash.
- Closing at the end of the night by completing closing tasks and checking out with the supervisor.