



<b>JOB TITLE</b>	Server
<b>FLSA</b>	Non - Exempt
<b>REPORTS TO</b>	Restaurant Manager

### **JOB SUMMARY**

Provide friendly, responsive service to create an exceptional dining experience for all of our guests. Each server's primary objective is to show our guests such a marvelous time, they will want to return.

### **RESPONSIBILITIES**

- Monitor and observe guests dining experience to ensure guests are satisfied with the food and service, and respond promptly and courteously to correct any problems.
- Serve food or beverages to guests, and prepare or serve specialty dishes at tables as required.
- Present menus to guests and answer questions about menu items, and other restaurant functions and services.
- Inform guests of menu changes and daily specials, and make recommendations for guests to enjoy.
- Clean tables after guests have finished dining.
- Roll silverware, set up food stations or set up dining areas to prepare for the next shift or for large parties.
- Stock service areas with supplies such as coffee, food, tableware, and linens.
- Prepare tables for meals, including setting up items such as linens, silverware, and glassware.
- Perform cleaning duties, such as sweeping and mopping floors, vacuuming carpet, tidying up server station, taking out trash, or checking and cleaning bathroom.
- Escort guests to their tables.
- Fill salt, pepper, sugar, cream, condiment, and napkin containers.
- Attend all scheduled employee meetings and offer suggestions for improvement.
- Coordinate with and assist fellow employees to meet guests' needs and support the operation of the restaurant.
- Fill-in for fellow employees where needed to ensure guest service standards and efficient operations.

### **SKILLS & ABILITIES**

- High School Diploma, preferred
- Previous restaurant experience preferred
- Excellent Customer Service and Communication skills
- Team player
- Ability to work well in a fast environment