

Job Description – Server

Reporting and Department

Department: Food and Beverage

Position Reports to: Food and Beverage Manager

Position Summary:

As a member of our service team, you will be the Club's "Personal Representative", and you will reflect our high service standards. This position requires an individual who is discreet, friendly and who strives to recognize members' personal likes and dislikes. You are to provide quality dining experience to our members in a timely fashion and a friendly manner.

Essential Functions:

- Reports to work on time and in full uniform.
- To check assigned work areas for complete and readiness of service according to Club standards as outlined in the training manual.
- To have complete knowledge of menu content, daily lunch and dinner features, in regards to presentation, specific ingredients, cooking time, food accompaniment, garnishes, and price.
- To have full knowledge of the wine menu including proper wine service techniques.
- To have proper tools for service available at all times
- Complies with the standards set by the Smart Serve program declining to serve alcoholic beverages to persons who are, or appear to be, intoxicated.
- Responsible for other food and beverage duties as assigned.

Required Knowledge, Skills and Abilities:

- Minimum one year prior serving experience in a similar environment.
- Excellent communication skills required.
- Professional appearance and attitude.
- Excellent customer service skills.
- Cash handling experience is an asset.
- Time management skills.
- Knowledge of health and safety regulations is required.
- Smart Serve Certified.
- Understanding of the Club's POS System (JONAS) is an asset.

Working Conditions:

- Able and willing to lift up to 30lbs to move stock.
- Able to move tables, chairs and other furniture when required.
- Able to work on feet for entire shift.
- Able and willing to work flexible shifts including weekdays, weekends and holidays.