

ST IVES COUNTRY CLUB

~SERVER ASSISTANT~

The server assistant is primarily responsible for delivering food orders from the kitchen to customers' tables rapidly and accurately. It is this person who will maintain the cleanliness of the expo line, organization of order tickets, and communicate effectively with BOH team. No previous Food and Beverage experience required. Servers Assistants will be trained according to the St Ives standard of service.

SKILLS & QUALIFICATIONS

- Possess an upbeat, friendly and gracious personality
- Possess a "service-minded" mentality and excellent work ethic
- Interests in long-term, year-round work
- Has a strong sense of team work and cooperation among all staff & upper management
- Present themselves with a neat, clean and polished appearance
- Capable of reading, writing and speaking in English with exceptional verbal communication skills
- Dependable; reports to work on time
- Reliable transportation to and from work
- Willing to work nights, weekends and holidays
- Able to lift at least 50 lbs.
- Possess a strong attention to detail and anticipates the needs of the guest(s)

JOB REQUIREMENTS

- PICKS UP FOOD ORDERS PLACED BY THE SERVICE STAFF AND DELIVER TO THE MEMBERS.
- ASSISTS THE KITCHEN AND SERVICE STAFF AS NEEDED TO MAINTAIN THE HIGHEST LEVEL OF FOOD QUALITY, PRESENTATION, AND TIMING TO OPTIMIZE OUR MEMBER'S DINING EXPERIENCE.
- SETS UP THE FRONT LINE WITH THE EQUIPMENT, PLATEWARE, AND SMALLWARES NEEDED TO EFFECTIVELY SERVE ALL FOOD PRODUCTS.
- KEEPS STATION RESTOCKED THROUGHOUT THE SHIFT.
- READS ORDER TICKETS AS THEY ARRIVE AND PLACE ONTO TICKET MINDER.
- GARNISHES FINISHED ENTREES ACCORDING TO HOUSE SPECIFICATIONS AND PROCEDURES.
- ASSISTS THE SERVER AS NEEDED TO OPTIMIZE THE GUEST'S DINING EXPERIENCE.
- ACCOMPLISHES ALL JOB DUTIES WHILE ADHERING TO ALL SAFETY GUIDELINES AND PRACTICES THROUGHOUT THE SHIFT.
- REPORTS ANY UNSAFE CONDITION, UNSAFE ACT, ACCIDENTS AND/OR INJURIES TO THE CHEF OR OTHER MANAGER ON DUTY.
- ASSISTS WITH CLOSING DUTIES AND KITCHEN CLEANLINESS.
- COMPLETES ALL SIDE WORK IN THE FRONT AND/OR BACK OF THE HOUSE AS ASSIGNED.

SERVER ASSISTANT WAGES

\$10.00 - \$12.00 PER HOUR

FULL TIME EMPLOYMENT BENEFITS

401(K) MATCHING ~ COMPREHENSIVE MEDICAL PLAN ~ DENTAL
INSURANCE ~ VISION INSURANCE ~ PAID TIME OFF ~ FLEXIBLE SCHEDULE
~ PROFESSIONAL DEVELOPMENT ASSISTANCE ~ EMPLOYEE DISCOUNTS ~

