

Date of Notice: April 24, 2017  
Position Title: Server  
Job Location: Blue Springs Golf Club  
Start Date: ASAP



### **Essential Duties and Responsibilities:**

- Prepares the service area, side stations and performs work assignments as required by Captain.
- Provides timely food and beverage service to members and guests including, but not limited to, distributing menus, making menu recommendations, taking food and beverage orders, submitting orders to Kitchen/Bartender, placing food and beverages on trays, adding garnishes or other appropriate ingredients, delivering and serving orders (following approved service procedures), utilizes beverage napkins where appropriate, removal of soiled dishes from tables, presents charge ticket to members and guests, and returns to table to ensure member satisfaction.
- Maintains and keeps all records concerning food and beverage sales, cash tickets, member charges, etc.
- Implements all service department processes, programs and procedures relating to product sales, special promotions, standard operating procedures, storage, inventory systems, and controls to help reduce waste and theft.
- Maintains cleanliness and sanitation of all service areas, keeps assigned tables, lounge and bus station clean.
- Assists Food & Beverage Manager in conducting regular inspections of the service areas to ensure that all preventative maintenance, safety, sanitation, and all other standard operating policies and procedures are consistently achieved.
- Works with all food and beverage staff to ensure the highest level of member and guest satisfaction within financial capability of department.
- Assists Food & Beverage Manager in assuring that all legal requirements are met pertaining to food and beverage service, cleanliness, and storage.
- Promotes all club activities and services.

### **Compensation/ Benefits:**

The compensation package will be commensurate with the skills and experience of the selected candidate and competitive with clubs of similar stature.

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