



CAREER OPPORTUNITY

August 17, 2018

Banquet Server

Reporting to: Banquet Manager
(1 Part-time Position Available)

Job Description:

- Ensures proper set-up for all tables for assigned stations
- Sets tables, inspects linen, silver, china and other table items
- Inform customers about the nightly menu
- Serves food, coffee, water and other beverages to customers, refills beverages as needed
- Receives customer's order for any food or beverage that varies from the set menu
- Pick up and serve orders in prompt and courteous manner according to established service standards
- Assists in dish outs of food as required
- Check customers are enjoying their meals and correct any problems
- Refers complaints on food or service to the Banquet Manager
- Cooperates closely with the other servers to ensure that prompt service is given at all times.
- Cleans banquet room and banquet server area during and after banquet functions
- Provides excellent customer service to all guests
- Provides a professional image at all times through appearance and dress
- Assist in ticket selling functions for bars as required
- Follows company policies and procedures
- Other duties as assigned

Education & Qualifications:

- Previous experience as a server
- Ability to work in a fast paced environment with limited supervision / direction
- Multi-tasker
- Excellent Interpersonal and communication skills
- Able to work evenings & weekends
- Daytime availability an asset

Interested applicants are invited to forward a resume in confidence
no later than September 1, 2018

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