

# Job Description

**Title:** BUSSER / FOOD RUNNER

**Reports to:** F&B Manager

## **Summary of Position:**

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Serve guests, bread, water and butter upon their arrival, and provide refills as needed. Remove used tableware between courses; clear and reset tables after guests leave. Assist Servers in delivery of orders to guests table.

## **Duties & Responsibilities:**

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- Obtain service area assignment at the beginning of each shift.
- Promptly greet guests as they are seated and bring bread, butter and water to table.
- Remove used tableware between courses and provide tableware for next course.
- Clear tables after guests. Take tableware to dish room and place silverware, dishes, glassware, etc. in appropriate areas for washing.
- Promptly clean table tops, chairs and booths between seating. Check floor and clean as required. Reset and arrange tabletop.
- Inspect assigned restroom every 30 minutes and clean as needed.
- Respond appropriately to guest requests. Communicate guest requests to server as needed.
- Communicate with server and hostess to assure efficient seating, table utilization and customer service.
- Assist server as needed with food delivery, especially with large parties and during peak periods.
- Thank guests as they are leaving
- Be available to fill in as needed to ensure the smooth and efficient operation of the restaurant as directed by the restaurant manager or immediate supervisor.
- Washes dishes in the absence of the dishwasher and/or as directed by the servers and manager.
- Prepares soups, salads and bread & Butter for the servers during rush periods.

## **Qualifications:**

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- No previous restaurant experience required.
- Have working knowledge of the predominant language(s) of our guests.
- Be able to lift, reach, bend and stoop.
- Be able to work in a standing position for long periods of time (up to 6 hours).
- Punctuality and regular and reliable attendance.
- Honesty and Integrity