

Conference Center

POSITION: BANQUET SERVER

DEPARTMENT: CONFERENCE CENTER

Job Summary

The Convention Center Server performs all tasks associated with setting up, serving, and breaking down of function rooms where banquet food service activities are performed.

Responsible for the prompt, courteous, smooth and efficient service of food and beverage to guests during banquet and outdoor functions. Additionally work as a team to follow through with the proper and timely set-up and execution of banquet events.

Essential Functions

- Prepares room for dining by setting & clothing tables. Placing decorations, condiments, candles, napkins, service plates, and utensils.
- Carrying plates of food on trays and serving guests.
- Arrange food on serving trays in an aesthetic manner
- Keep glasses filled, remove each round of plates and replenish utensils.
- Perform cleaning tasks and breakdown of service.
- Maintain high standards of safety and cleanliness.
- Work as a member of a team, communicate with team members and supervisors to ensure efficient work ethic and overall guest satisfaction

Job Requirements

- Must be at least 18 years of age
- High School diploma or equivalent preferred.
- Previous restaurant server or banquet server experience preferred. (1-2 years of experience preferred).
- Overall excellent customer service
- Punctual
- Excellent oral communication and listening skills.
- Ability to follow directions
- Must have open availability.
- Adhere to grooming and appearance standards.
- Close and distance vision
- Frequently walking (up to 8 hours or more) with some standing at times, possibly extended distances; ability to bend and climb stairs when necessary.
- Frequently lift/carry up to 50 lbs.
- Occasionally lift/carry up to 70 lbs.
- Ability to reach with hands and arms in any direction and kneel and stoop repeatedly