



Tolowa Dee-ni' Nation/Lucky 7 Casino



Position Description

Title: Server
Class: Service
Status: Full Time/Part Time
Supervisor: Restaurant Supervisor
Effective Date: Revised June 2014

Department: (40) Restaurant
FLSA: Non-Exempt
Pay Grade: I
Subordinates: None

Position Summary:

Ensure that all customers are greeted in a timely, friendly and professional manner. Greet customers, take food orders and serve food.

Essential Duties and Responsibilities:

- Greet and Seat Customers.
- Clean and Set up tables.
- Clean dirty tables and reset tables.
- Clean chair and booth seats.
- Keep floors clean.
- Ensure tables are stocked with needed condiments
- Keep work area in kitchen clean.
- Keep salad bar clean and stocked.
- Complete table service from seating to giving check.
- Provide excellent customer skills.
- Temporary or permanent duties and responsibilities may be added to, or modified as deemed necessary.

Minimum Qualifications:

- At least six months of prior experience in the last five years.
- Qualified Indian Preference applies.

Language Skills:

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

Mathematical Skills:

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

Reasoning Ability:

Ability to apply common sense understanding to carry out written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

Certificates, Licenses, Registrations:

Must be able to pass extensive background investigation for the issuance, and retention, of gaming license.

Physical Demands:

While performing the duties of this job, the employee is frequently required to stand walk and use hands to finger, handle, or feel. The employee is occasionally required to sit, reach with hands and arms, climb or balance, stoop, kneel, crouch, or crawl, talk and hear. The employee must occasionally lift and/or move up to 25 pounds. Employee is occasionally subject to cigarette smoke.

Vision Requirements:

- Close vision (clear vision at 20 inches or less).
- Distance vision (clear vision at 20 feet or more).
- Color vision (ability to identify and distinguish colors).

Work Environment:

Moderate noise, kitchen environment, working with hot and cold items.

Employee's Signature: _____

Date: _____

Supervisor's Signature: _____

Date: _____