
TITLE:	Server
DEPARTMENT:	Food & Beverage
REPORTS TO:	Director of Food & Beverage / Supervisor
TYPE OF POSITION	Part Time, Hourly

MINIMUM QUALIFICATIONS:

- Serving It Right certificate required
- Fine dining and/or banquet experience preferred.
- Must be able to work a fluctuating work schedule that will vary depending on events schedule (including days, evenings, weekends, holidays, etc.)
- Black dress shirt, black dress pants, black shoes

KNOWLEDGE, SKILLS & ABILITIES:

- Ability to communicate with employees, co-workers, volunteers, management staff and guests in a clear, business-like and respectful manner which focuses on generating a positive, enthusiastic and cooperative work environment.
- Ability to speak, read and write in English.
- Ability to work well in a team-oriented, fast-paced, event-driven environment.
- Ability to calculate basic math functions (addition, subtraction, multiplication, division, percentages) as they relate to POS cash/credit transactions, cash reconciliation and product inventory.
- Ability to handle cash accurately and responsibly.
- Ability to stand for long periods of time (4+ hours)

DUTIES & RESPONSIBILITIES:

- Responsible for serving guests in the premium area Must check guest's ID to verify minimum age requirement for the purchase of alcoholic beverages.
- Responsible for recording a guest's order and relaying the order to the kitchen via POS system.
- Responsible for observing guests to respond to any additional requests.
- Responsible for computing the cost of the bill and presenting the guest with the check. Accept payments and provide change as necessary.
- Responsible for cleaning up remaining food product and equipment after the guests have left.
- Recommends certain dishes and identifies ingredients or explains how various items on the menu are prepared.
- Maintains sanitation, health and safety standards in work areas.
- Performs other duties as assigned

This job description is subject to change.

To apply for this position please either email your resume to
Dawn Abram, Director of Food & Beverage at concessions@abbotsfordcentre.ca, or by person
ATT: Dawn Abram – Director of Food & Beverage
33800 King Road Abbotsford BC, V2S8H8