

Job Description



Role: Waiter /Waitress

Department: F & B Department

Report To: Restaurant Manager

Status: Full & Part Time Positions Available

General Mission

Responsible for serving food and beverages in restaurant efficiently and in a courteous manner.

Carry out all duties in accordance with tasks and descriptions with reference to established rules and policies

Perform any other duties as may be assigned by your supervisor

Responsibilities

Suggest food and beverages, be well versed with the menu, method of preparation and accompaniments.

Clean and polish glassware, china ware, hollow ware and flatware.

Maintain cleanliness and mise-en-place level at working station and service pantry for smooth operation.

Replenish supply of linen and other operating equipment.

Obtain requested items from storeroom.

Keep general appearance and maintenance of restaurant working areas.

Follow correct sequence of service as outlined.

Set up tables in accordance with restaurant policy.

Cleans and remove dishes from the table after service is completed.

Transport soiled dishes from dining room to kitchen and deposit them in proper placing.

Clean all spillage during mealtime and at close.

Maintain excellent grooming standard at all times.

Attend all training sessions as scheduled.

Establish effective employee relations and maintain the highest level of professionalism, ethics and attitude towards all guests, clients and employees.

Aim to be fully conversant with:

- 1. Resort fire procedures, health and safety policy and security.**
- 2. Short and long term promotions.**
- 3. Sense of Moness culture.**
- 4. Company dress code.**
- 5. Resort smoking policy.**
- 6. Rules and management policies**
- 7. Company policy.**
- 8. Company objectives and vision.**