

JOB DESCRIPTION

Job Title: Food Runner

Department: Front of House

Reports to: Assistant Manager

SUMMARY

Assists waitstaff to maintain service efficiency by delivering food and beverage items and ensures guest satisfaction by maintaining cleanliness of front of house area.

PRIMARY RESPONSIBILITIES

1. Greets guests appropriately when they are seated.
2. Communicates with host/hostess and waitstaff to maintain service efficiency and ensures guest satisfaction.
3. Maintains cleanliness and sanitation of the front of house including all tables, chairs, floors, windows, and restrooms.
4. Serves beverage and food items and provides refills as needed.
5. Maintains adequate supplies in the work stations when dining room is opened.
6. Prepares beverages required for service including coffee and water.
7. Serves tables with hot beverages such as coffee and tea.

ADDITIONAL RESPONSIBILITIES

All other duties as assigned.

KNOWLEDGE AND SKILL REQUIREMENTS

1. Must be 21 years of age.
2. No previous food service experience required.
3. Must be able to stand and exert fast-paced mobility for periods of up to six hours in length, and lift, bend, and stoop. Must have ability to frequently lift trays and other objects weighing 40 pounds or more.

WORKING CONDITIONS

High noise levels, hot, must be able to stand for long periods of time and lift 40+ pounds.