



Server Assistant – Phantom Creek Estates

Reporting to the Restaurant Manager and Lead Server, the Server Assistant is responsible for assisting the servers and hosts in all of their duties. We will be offering lunch service 5 days a week, as well as select private events. Regular shifts will be 8 hours a day.

Job Responsibilities

- Welcoming patrons, escorting them to their tables, and providing them with menus.
- Wrapping utensils in napkins accordingly.
- Clearing dirty plates, utensils, and glassware from tables as required.
- Carrying dirty tableware to the kitchen area.
- Preparing tables for arriving patrons by wiping up spills, clearing away crumbs, replacing soiled linen, and setting up tableware, and napkins.
- Delivering food to tables when Servers are busy.
- Responding to patrons' requests and informing management of any complaints.
- Arranging tables and chairs to accommodate larger groups of patrons.
- Ensuring that the server station is adequately stocked with necessary restaurant supplies.
- Polishing glassware, cutlery, and plates

Job Qualifications

- Excellent people skills and customer service skills
- Responsible and trustworthy
- Strong organizational and multi-tasking skills
- Perform well in a fast-paced environment
- Active listening and effective communication skills
- Must be Serving it Right and Food Safe Level 1 certified or be willing to become certified
- Ability to work evenings, weekends, and holidays
- Able to work in a standing position for long periods of time
- 1 year restaurant experience an asset