

## ButterBurr's Restaurant Position Description

**Title:** Server

**Department:** Front of House

**Reports To:** Shiftily Supervisor and Management Team

### Primary Responsibilities:

To accommodate all guests' needs in a timely and friendly manner. Which include but are not limited to serving food, drinks, and following Butterburrs service standards.

### Specific Functions and Duties:

1. Deliver food and drinks to guest in a timely manner
2. Create a friendly and upbeat working environment for guest and co-workers by Verbal Interaction
3. Greet guest and take order, help with any questions they may have about the menu or restaurant
4. Enter Customers orders in the Point of sale system and communicate to kitchen about any special request
5. Anticipate the guest needs and respond to any additional requests
6. Present the check to each table and accept form of payment, make change and process credit cards accurately
7. Help clear and reset tables and participate in running side work

### Qualifications Standards:

1. Ability to transport plates, glasses and trays to and from Dining room, and the Kitchen 30 times or more per shift
2. Reading, Writing, Basic math and verbal communication skills required
3. Ability to stand on our feet for prolonged periods of time, Mobility is required during entire shift
4. Transport glass racks silverware tubs and other items up to 25 lbs up 15 times per shift
5. Ability to pick up debris on floor and wipe down service stations and tables threw out the shift

### Physical:

1. Must be able to maintain mobility in a fast paced environment for up to (4) hours in length
2. Have good coordination and balance skills
3. Ability to bend, kneel and lift up to 25 lbs multiple times a day.

*Please answer the following question then sign and date on the line below*

**Can you, with or without reasonable accommodation, perform all o the job functions of this job?**

**Yes / No**

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Employee signature/Date