



Title: Banquet Server (Part-Time)
Company: Spectra Venue Management
Location: Donald L. Tucker Civic Center
Department: Food & Beverage
Reports To: Catering Manager
Status: Part-Time

Overview

Performing food and drink serving duties at dinners and special events while interacting with guests in a positive, friendly and efficient manner.

Responsibilities

- Set up for events by putting out tablecloths and place settings, arranging table placement and setting up a buffet
- Carrying plates of food on trays and serving guests
- Keep glasses filled; remove each round of plates and replenish utensils
- Perform cleaning tasks and breakdown of service
- Maintain high standards of safety and cleanliness
- Adhere to grooming and appearance standards

Qualifications

- High School diploma or equivalent preferred
- Previous waitress, waiter or banquet server experience required
- Excellent oral communication and listening skills
- Ability to follow directions
- Excellent customer service skills

Physical Demands:

- Frequently walking with some standing at times, possibly extended distances; ability to bend and climb stairs when necessary
- Frequently lift/carry up to 25 lbs.
- Occasionally lift/carry up to 50 lbs.
- Ability to reach with hands and arms in any direction and kneel and stoop repeatedly
- Ability to work early mornings, nights and weekends.

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