

Position: Attendant (Food and Beverage)

Department: Food and Beverage

Start Date: April 2015 – September 2015

Min. Contract Length: 6 months

Description:

Assists guests with placing orders, prepares beverages and runs the cash register by performing the following duties.

Essential Functions:

- Greets guests in a friendly, timely manner with a smile, proper English and correct posture.
- Obtains items requested by customers or receives items selected by customers.
- Prepares beverages requested by customers quickly and confidently, has a thorough knowledge of coffee drinks.
- Answers customer's questions concerning merchandise and is able to helpfully discuss ingredients, preparation methods and potential allergy triggers of products offered.
- Observes customers to anticipate guest needs and to respond to any additional requests.
- Wraps or bags products for customers.
- Stocks shelves, counters, or tables with products. Cleans shelves, counters, or tables.
- Totals price and tax on products purchased by customer, accepts payment, and makes change.
- Removes and records the appropriate amount of cash in register at the end of shift.
- Completes night audit reports daily at the end of the shift.
- Completes time and attendance sheets daily.
- Handles opening and closing procedures as directed by supervisor.
- Completes daily and weekly side-work.
- Attends and participates in monthly departmental meetings.
- Follows Broadmoor safety and hygiene standards.
- Follows directions received from Supervisors.

Experience/Requirements:

While performing the duties of this job, the employee is regularly required to stand, walk, use hands to finger, handle, or feel and talk or hear. The employee is frequently required to sit. The employee is occasionally required to reach with hands and arms, stoop, kneel, crouch or crawl, and taste or smell. The employee is regularly required to lift up to 25 pounds (12kgs). The employee is occasionally required to lift up to 50 pounds (24kgs).

Areas Available:

Natural Epicurean
Lake Terrace Pool
Espressos Newsstand
Amenities