

Food & Beverage Attendant Job Description

Position Summary:

This position is responsible to administer the basic day-to-day food & beverage service duties, such as opening and closing, answering calls, taking food & beverage orders, and preparing meals and beverages. The Food & Beverage Attendant is also responsible for maintaining the cleanliness of the grill dining area throughout his/her shift.

Responsibilities:

- Ensure collection and recording receipt of appropriate payment (cash, credit card transactions)
- Handle and record cash and credit card transactions in accordance with company and City procedures.
- Take orders and serve customers using the point-of-sales system.
- Communicate food orders with cooks to ensure meals are cooked as ordered and are grouped by customers.
- Assist with food preparation.
- Ensure proper cleaning of checkout and dining area.
- Ensure beverage coolers and snacks are stocked properly and consistently throughout shift.
- Prepare and serve alcoholic beverages.
- Maintain a working knowledge of beverages offered and how to prepare and serve them.
- Accurately answer customers' questions and provide information on food and beverage procedures, when needed.
- Maintain a memorized knowledge of the menu, prices and ingredients; keep abreast of modifications as necessary.
- Provide assistance with tournament set up and break down.
- Perform other duties as assigned or required by upper management.

Qualifications, Education, & Experience:

- High School Diploma or Equivalent.
- Strong verbal and written communication skills.
- Maintain an up-to-date Texas Food Handlers License & Texas Alcoholic Beverage Commission's License.
- Must present a professional image and be self-motivated with a positive and professional attitude.
- Must be well organized and have strong prioritization and planning skills.
- Excellent interpersonal and customer service skills.
- Basic mathematic skills required
- Ability to lift up to 50lbs

Compensation & Benefits:

This position pay includes a base rate of \$10.00 to \$12.00 per hour plus tips and overtime, for a total pay equivalent to \$13.00 to \$16.00 per hour.

This position is eligible for the following benefits:

- Additional Discounted Merchandise at cost + 10%
- Discounted Meals (50% off)
- Golf Course Privileges (Free for employee and immediate family)

Compensation & Benefit package may vary and is based on the applicant's work experience.