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# Example of Banquet Houseman Job Description

Our growing company is hiring for a banquet houseman. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for banquet houseman

* Knowledge of operational policies in regards to hours of operation, types of menus offered, restaurant concepts and marketing programs
* Sets patron tables and buffet areas for service
* Accommodates all guests and addresses inquiries
* Replenishes buffet food, refills beverages, removes dirty dishes from tables
* Assists in additional tasks to help facilitate a smooth and efficient service
* Be part of a cohesive team with a focus on creating the best possible guest experience

## Qualifications for banquet houseman

* Performs duties that require organization, efficiency, and bending and lifting
* Handles multiple priorities, works under stress and exercises good judgment when dealing with guest situations and complaints
* Active and attentive during pre-shift meetings
* Able to push, pull, lift up to 50 pounds
* Prior experience in banquet set-up or in the hospitality industry preferred
* Previous housekeeping or janitorial experience preferred, but not required