Downloaded from <https://www.velvetjobs.com/job-descriptions/server-assistant>

# Example of Server Assistant Job Description

Our company is hiring for a server assistant. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for server assistant

* Anticipate and service guests needs
* Retrieve restaurant equipment from dining room by pushing, lifting, loading, and carrying trays up to 50lbs
* Clean tables and trays promptly and consistently reset all service-ware
* Assist Restaurant Servers in setting up tables in preparation for incoming guests
* Maintain, stock, and clean stations for all meal periods with necessary equipment including glassware, china, silverware, linen and condiments
* Ensure all service ware is in good condition, polished and in line with departmental standards
* Work closely and communicate with the kitchen associates
* Assist in tableside service
* Serve dishes to guests while confidently highlighting the contents and preparation
* Properly clear and crumb tables accordingly

## Qualifications for server assistant

* Previous serving experience in a luxury environment preferred
* Must have availability to work flexible schedule to include early mornings, weekends and holidays as needed due to the demands of business
* Strong customer service skills in order to aid our guests in any matter needed
* Have strong communication skills in order to communicate with coworkers
* Constant reaching, turning, and twisting
* Be able to lift or carry up to 15 lbs