



Example of Banquet Job Description

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Our company is looking to fill the role of banquet. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

Responsibilities for banquet

- Check station and make sure your tables have appropriate supplies such as creamer, sugar, stirrers, napkins, cups
- Assists in the preparation
- This position will set up, breakdown, and clean all space associated with banquets and conventions
- The candidate will set up, stock, and maintain meeting rooms refresh meeting rooms during meals and coffee breaks
- Providing restaurant guests excellent food quality, consistency, reasonable prices, in an attractive environment, and with professional service
- Must be familiar with health requirements, OSHA regulations and Department of Labor regulations as they pertain to all kitchen and restaurant employees
- Complies with departmental policies restaurant rules and regulations and policies set forth in the Employee Handbook and Management
- The Banquet Chef will provide "excellent quality" and "presentation" of all food to the guests
- Contributes to the efficient operation of business unit by partnering with Director of Operations/Catering department
- Know and adhere to schedule at all times

Qualifications for banquet

- Must adhere to company grooming standards including required uniform

- Culinary degree required several years of experience in high volume high quality restaurants
- Must be skilled in providing excellent customer service and maintaining a professional demeanor
- Similar country club experience is helpful the ability to thrive in a fast-paced environment