



Example of Dining Room Server Job Description

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Our innovative and growing company is hiring for a dining room server. 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 dining room server

- Complies with Springhouse food service uniform and personal hygiene standards
- Takes meal orders and serves/delivers food to residents in an efficient manner
- Communicates with residents, families, and guests in a courteous manner
- Performs all assigned sanitation, stocking, and food preparation duties
- Completes all documentation and paperwork including documenting exceptions to service plan delivery in service
- Preparing for meal service
- Taking orders from residents
- Delivering food to residents and ensuring correctness
- Meeting the needs of residents during meal times
- Assisting in post meal clean-up

Qualifications for dining room server

- Must be able to maintain a positive attitude under pressure and multi task
- Experience in a club setting is a plus
- Computer skills and experience working on a POS system required
- Successful wait service experience in a fine dining environment
- Excellent communication skills along with positive and friendly customer relations skills
- Ability to complete tasks efficiently, accurately, thoroughly and safely