



Example of Dining Job Description

Powered by www.VelvetJobs.com

Our company is looking for a dining. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for dining

- Assists with any and all aspects for dining service set-up, including preparing beverages, salads and desserts and other food items as instructed and in accordance with recipes, and assistance at catering events
- Supervise the acquisition and utilization of temporary staff at the Denver Support Center
- Partner with VP Human Resources and Operations Senior Leaders to identify creative sourcing solutions for hourly team member positions in restaurants
- Act as main point of contact with external recruiting brand agency and drive social media activity for the Village Inn and Bakers Square brands
- Partner with Learning and Development to deliver helpful behavioral interviewing training and tools and follow up to measure consistent execution of the selection process
- Identify key metrics and track hiring statistics including cost per hire, time to fill, diversity, and turnover in first 90 days
- Establish and maintain college relations including job fairs and college intern programs
- Provide administrative support as needed, including handling phone inquiries, processing human resources invoices, preparing/distribution key HR communications, scheduling and hosting candidates and interview de-brief meetings
- Perform employee exit interviews and track, analyze results
- Maintain employee records and files for Denver Support Center

Qualifications for dining

- Must have culinary ability to execute recipes with the technical understanding of all cooking methods
- Must have relevant knife skills necessary to perform the job
- Must have proficiency with kitchen tools and equipment without restrictions
- Culinary Arts degree or Certification
- Must be neat in appearance and comply with proper dress code as designated by HFC
- Ability to be on one's feet for prolonged periods