



# Example of Fine Dining Server Job Description

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Our company is looking to fill the role of fine dining 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 fine dining server

- Greet guests arriving at assigned station and take orders promptly
- Replace and refresh water glasses and coffee cups
- Prepare tables for next guest
- Stock/restock supplies (e
- Ability to anticipate and respond to guests needs
- Performs necessary tasks to service customers, taking and filling all food and drink orders and assisting in maintaining customers dining area in a clean and neat manner
- Interacting with guests and co-workers in a helpful, positive, upbeat, and professional manner
- Responsible for complete set-up, stocking and service of assigned area
- Removing dirty dishes, glassware, flatware, and soiled linens from tables and countertops, transports to dish area
- Monitoring and replenishing of all stock items in assigned area in a neat, accurate and timely fashion

## Qualifications for fine dining server

- Takes Pride in Appearance and Job performance
- Must Be Available to Work Weekends and Rotating Shift
- Club/Country Club Experience Preferred
- Must have high level knowledge of food and beverage preparation, service

- Point of Sales knowledge