

The Club at New Seabury

Food & Beverage

Banquet Server



Position Overview

Sets up and cleans banquet rooms and serves banquets.

Essential Duties & Responsibilities:

- Performs related banquet (dining room) set-up tasks.
- Provides immediate attention to all guests upon seating.
- Serves food in specified station
- Pours and refills wine, coffee, water and/or other beverages served with and after the meal.
- Clears soiled dishes as needed.
- Cleans all assigned work areas in kitchen and dining room.
- Advises supervisor of any member/guest complaints as soon as they occur.
- Assists in closing functions by performing various tasks such as removing linen, bussing glasses, dishes, silverware, etc., and re-setting the room.

Knowledge, Skills, & Abilities

- Banquet service knowledge

Credentials & Experience

- High School graduate or equivalent