

Barnacle Bistro Staff Position - Duties & Responsibilities:

- Communicate clearly, quickly and politely with customers and co-workers to ensure correct order is served to the customers.
- Be pleasant and alert to customer needs.
- Greet guests as they enter restaurant or drive thru.
- Process customer transactions and maintain an accurate cash drawer throughout shift.
- Assemble and deliver order to customers quickly and efficiently.
- Keep entire work area clean and sanitary throughout shift.
- Prepare products quickly and accurately, while following all preparation, health and safety standards and guidelines when needed.
- Operate and maintain food/drink/treat related equipment and registers properly and safely.
- Complete assigned prep work for stocking and set up of work area.
- Stock and execute proper rotation of products.
- Assist with end of day cleaning.
- Work as a "team" member to assure constant and consistent quality, service, cleanliness and value to each customer.
- Wash counters, tables, restrooms, trash receptacles, gather trash and remove from dining/service areas to proper receptacle, sweep, mop, stock and other cleaning tasks.
- Occasional need to be out of building (i.e., parking lot, freezer, trash container areas, etc.) for parking lot pick-up, trash removal and other maintenance and cleaning activities.
- Inform immediate supervisor promptly of all problems or unusual matters of significance.
- Perform other duties and responsibilities as requested by management staff or shift leaders.
- Prepare and serve alcoholic and non-alcoholic drinks..
- Present menus, make recommendations and answer questions regarding menu and beverage items.
- Maintain cleanliness in all areas of the bar and dining area including tables, counters, sinks, utensils, shelves and storage areas.
- Report all equipment problems and maintenance issues to restaurant manager.
- Be available to fill in as needed to ensure the smooth and efficient operation of the restaurant as directed by the restaurant manager or immediate supervisor.

Qualifications:

- Qualified candidates must have excellent customer service skills including strong verbal communication skills, exhibit good manners, proper personal hygiene, positive attitude, and promptness.
- Must be able to perform under pressure including moving and responding quickly for long periods of time.

- Travel quickly in customer service area as much as three times for each customer up to as many as 30 customers per hour of shift.
- Must be able to move and respond quickly to various requests and commands, read order monitors and communicate clearly and effectively with customers and co-workers.
- Be able to obtain an Alcohol Service Permit.
- Have working knowledge of legal and process requirements for serving food, beer and wine.
- Possess basic math skills and have the ability to handle money and operate a Point of Sale system.
- Be able to work in a standing position for long periods of time (up to 5 hours).
- Be able to reach, bend, stoop and frequently lift up to 25 pounds.
- Be able to lift up to 40 pounds a plus.