



**Title:** Server Assistant/Busser  
**Reports to:** Assistant General Manager/FOH Supervisor  
**Job Classification:** Part-Time Hourly - Non-Exempt

### **Job Description**

As a team member of The Waterfront Restaurant and Tavern, your job is to fulfill our mission, be part of our vision, and work in support of our philosophy while fulfilling the job responsibilities listed below. This position is an integral role in meeting the expectations we hold for ourselves, as well as those our guests hold for The Waterfront. Creating an exceptional dining experience for customers are the expectations of this position.

You will be paid competitively with opportunity for additional benefits. Your success will be measured through favorable reviews and your ability to meet stated objectives.

### **Job Responsibilities**

- Provide exceptional hospitality to/interaction with guests and coworkers
- Provide guests with water, coffee/tea, and bread service throughout the meal
- Rearrange the table in conformity with the standards of the restaurant, by setting up glasses, napkins, plates and utensils
- Ensure the floor area and the chairs around the table are clean
- Bus used and unneeded dishes and glassware from guests tables to the dish cleaning area
- Scrape and stack dirty dishes, and carry dishes and other tableware to the dish cleaning area
- Restock the service station and refill beverage stations
- Run plated food
- Maintain the cleanliness and safety of all common areas and service stations; clean up spilled food, drink and broken dishes, polish silverware and glasses
- Set up and break down dining room and service stations as directed; including movement of dining furniture
- Ensure bar area has ice and clean glassware
- Ensure restaurant and surrounding areas are aesthetically pleasing and kept to high standards for TWF, including dining room, tavern, waiting area and restrooms
- Adhere to grooming and appearance standards
- Attend all employee meetings and trainings beyond scheduled shifts as required
- All other related responsibilities assigned by management

### **Other Skills & Abilities**

- Ability to work well with others
- Have basic knowledge of service standards, guest relations, and etiquette

### **Physical Requirements**

- Requires grasping, writing, standing, sitting, walking, repetitive motions, bending, listening and hearing ability and visual acuity
- Prolonged standing

*This job description is not designed to cover or contain a comprehensive list of activities, duties, or responsibilities that are required of the employee. Further, this job description is a living document and intended to evolve as the company and position needs evolve.*

### **Signatures**

Employee: \_\_\_\_\_

Supervisor/Manager: \_\_\_\_\_