



Server Job Description

Reports to: Culinary Director/Chef

Summary of Responsibilities: Be responsible at all times for creating a safe, comfortable and pleasant dining experience for the resident, their guests and other visitors.

Primary Job Responsibilities:

1. Maintain a clean, orderly and safe dining room and service area.
2. Prepare dining room and service areas before each meal.
3. Serve residents and guests as they arrive in the dining room at serving times.
4. Buss tables during meals.
5. Clean and reset dining room after each meal.
6. Clean and organize service area after each meal.
7. Store and label food properly for infection control.
8. Record meal counts after each meal.
9. Clean equipment and work areas according to schedule.
10. All other duties as assigned by Culinary Director/Chef/Lead Cook or Executive Director.

Performance Expectations:

1. Carry out all policies and procedures of Springbrooke Senior Living.
2. Report any on-the-job injuries to your supervisor immediately.
3. Practice safety in working with and around kitchen equipment.
4. Develop good working relationships with employees, residents, families and visitors.
5. Promote Springbrooke in a favorable way.
6. Promote teamwork in providing services to residents.



Knowledge Expectations:

1. OSHA-MSDS sheets and procedures.
2. Fire and safety procedures.
3. State food-handling and kitchen regulations.
4. Operation of all kitchen equipment.

Work Environment:

1. Heated/Air-conditioned, well-lit community with minimal barriers.
2. Weekend work when scheduled.
3. Lifting, pushing or pulling up to 30 lbs., using proper body mechanics or available equipment.
4. Bending or kneeling to perform cleaning tasks in the kitchen and dining room areas.

Requirements:

1. Previous food server experience and service experience preferred.

Standards:

1. Employees will not work under the influence of illegal drugs or alcohol at any time in accordance with the Drug and Alcohol Policy as outlined in the Employee Handbook.
2. Neat appearance, adherence to dress code and good personal hygiene.

I have read and understand the responsibilities and conditions of my employment in this position. I possess the qualifications indicated and am able to carry out the identified responsibilities with or without reasonable accommodation.

Employee:

Date:

Supervisor:

Date: