



Menominee Casino Resort

2nd Posting

Position Food & Beverage Server (Catering)

Job Status Part-Time

Minimum Age 18

Wage \$6.00 + Tips

Date Posted Tuesday, June 19, 2018 8:00:00 AM

Date Closed Monday, June 25, 2018 4:30:00 PM

FIRST POSTING: OPEN 5 DAYS AND LIMITED TO ANY ENROLLED MENOMINEE TRIBAL MEMBER. SECOND POSTING: OPEN TO THE GENERAL PUBLIC.

SUMMARY

Responsible for providing food and beverage service to all customers in an efficient, courteous and professional manner while displaying a high standard of customer services. Shall ensure complete order in Banquets or Convention Center Cater-outs; also be available for shifts in Autumn Leaf Café or Casino Floor. Responsible for bartending in Convention Center including but not limited to weddings and special events.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Shall provide fast courteous, efficient service to the guest within any station.
- Shall accurately calculate guest checks and ensure that each and every check is accounted for.
- Shall finish cleaning tables when guests are through.
- Will pre-buss tables and/or Casino floor sections when customers are seated.
- Shall provide beverage service as needed and /or beverage cart to guests of the MCR
- Shall set all rooms according to the BEO for each event.
- Shall remove all soiled dishes, glasses, and flatware to the dish room and/or breakdown area(s).
- Shall stock and/or replenish stock of all food and supply items as well as dishes, glasses, flatware, jellies, butter, etc.
- Shall monitor floor areas to maintain cleanliness. Maintain that storage areas are neat, orderly, clean and well stocked in accordance to maximum levels prescribed.
- Shall do set ups and take downs according to BEO's directions.
- Shall deliver and set up cater-outs.
- Shall clean chairs, tables, glass, and vacuum as needed.
- Shall attend mandatory training when scheduled.
- Shall assist with training when required.
- Shall perform other duties as needed.

QUALIFICATION REQUIREMENTS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Shall be at least 18 years old or older. Must be able to work unusual hours, days, nights, weekends and holidays. Must be able to withstand a background check. Preference given to qualified Menominee or other Native American applicants. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. Be able to acquire bartender license within 90 days of date of hire.

EDUCATION and/or EXPERIENCE

High School diploma or GED required.

At least six months of previous Guest Service Experience. Preference will be give to experience in Hospitality (Food & Beverage).

Six months serving experience in restaurant, and/or banquet facility, with tray service experience preferred.

Require 6 months (verifiable, working in one job or good school attendance) work history.



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SPECIAL QUALIFICATIONS

Strong organizational and interpersonal skills required.
Must be TICS certified within 90 days of employment.
Drivers license is not required but would be beneficial.

_____ Catering / Banquets: Six months serving experience in restaurant, and/or banquet facility, with Tray, service experience preferred.

_____ Restaurant: Six months serving experience in restaurant, and/or banquet facility, with tray service Experience preferred.
Worked with a POS system (electronic cash register system) required.

_____ Bar: 6 months serving soft drinks & 6 months experience working with the general public.

CRIMINAL BACKGROUND MINIMUM REQUIREMENTS:

No person shall be eligible for employment at Menominee Casino Resort/Thunderbird Complex if they have been convicted, or have a pending unresolved charge of:

- Any crime which would require compliance with the reporting requirements for sex offenders pursuant to Menominee or Wisconsin law; or
- A felony conviction of any kind in the immediately preceding two years.
- A crime of any kind related to gambling in the immediately preceding two years.
- A crime of any kind related to theft, fraud, or misrepresentation in the immediately preceding two years.
- A crime of any kind related to a crime of violence, or involving, or involving domestic violence, or a drug offense involving sale of drugs, or possession with intent to sell drugs during the immediately preceding 2 years.

LANGUAGE SKILLS

Ability to read and interpret documents such as safety rules, operating and maintenance instruction, and procedure manuals.

MATHEMATICAL SKILLS

Basic math skills, including the ability to apply concepts such as fractions, percentages, and proportions to practical situations.

REASONING ABILITY

Ability to define problems collects data, establish facts, and draw valid conclusions

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an Employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the Employee is regularly required to use hands to finger, handle, or feel objects, reach with hands and arms; and talk or hear. The Employee frequently is required to stand and walk for the entire shift.

The Employee must regularly lift and/or move up to 50 pounds

Frequently lift and/or move up to 75 pounds

Occasionally lift and/or move more than 100 pounds

Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT



MENOMINEE
CASINO RESORT

Menominee Casino Resort

The work environment characteristics described here are representative of those an Employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate. Depending on station, the noise level can increase to loud.