MENOMINEE
CASINO RESORT

Menominee Casino Resort

2nd Posting

Position Cafe Artisan

Job Status Part-Time

Minimum Age 18

Wage $10.00

Date Posted Thursday, August 09, 2018 8:00:00 AM

Date Closed Thursday, August 16, 2018 11:59:00 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 dining service to all customers in an efficient, courteous and professional manner displaying a high standard of customer services.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Shall promptly and courteously greet guests and make them feel welcome.
- Shall handle complaints and problems with tact and/or call for assistance from Food Service Supervisor, Food & Beverage Department Manager, Security or Floor Manager if others are unavailable.
- Shall answer the telephone and customer inquiries.
- Shall prepare and serve food in accordance with sanitation and health guidelines.
- Shall ensure completion of assigned duties in accordance with sanitation and health guidelines, while maintaining quality standards and preparation schedules.
- Shall ensure prompt, cheerful, and courteous to customers at all times.
- Shall work closely with the Café Supervisor regarding all problems, concerns and needs of the Autumn leaf Café.
- Shall set up, clean and maintain safe and healthy environment keeping kitchen and food service area clean, wearing hairnets or hair restraints and plastic gloves while handling food. Preparing and maintaining a quality product.
- Shall clean the dining area and collect trays from the dining area. Wash and sanitize trays after each use.
- Shall collect money for snacks, serve snacks and make change for guests.
- Shall count bank to ensure accuracy and fill out bank record.
- Shall be responsible for keeping a safe and clean environment of the Cafe.
- Shall provide polite and courteous service at all times to the guests.
- Shall perform other duties as assigned by Restaurant Shift Supervisor and/or Food and Beverage Department Manager.

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 have an acceptable work history and/or exceptional previous work records. Shall have pleasing personality and the ability to interact with the public in a congenial manner. Candidate must be of good integrity, honest and trustworthy. Must be able to work odd hours, which includes weekends, holidays and evenings. Must be at least 18 years of age or older. Must not have been convicted of a felony. Must not have been convicted of shoplifting or stealing within the past 5 years. Must be able to withstand a background check. Must be able to be approved for and maintain a valid gaming license. 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.

EDUCATION and/or EXPERIENCE

Previous food server experience preferred. Must have high school diploma or equilvalent.

SPECIAL QUALIFICATIONS

Strong organizational and interpersonal skills required.

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. Ability to write routine reports and correspondence. Ability to speak effectively before groups of customers or employees of organization.

MATHEMATICAL SKILLS

Ability to work with mathematical concepts such as probability and statistical inference.
Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.

REASONING ABILITY

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

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.

The Employee is frequently required to lift up to 25 lb. 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

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. When on the casino floor, the noise level increases to loud.