

Job Description

Title: BUSSER

Reports to: General Manager

Overtime: Non-Exempt

Summary of Position:

The primary responsibility of a Busser is to reset tables in a speedy professional and effective manner as guests leave the restaurant. Bussers are also responsible for the grooming of the entire restaurant and its perimeters, as well as supporting servers and service staff with refills and clearing tables. Other duties will be expected as need arises.

Duties & Responsibilities:

- Obtain service area assignments at the beginning of each shift.
- Promptly greet guests as they are seated and bring plantain chips, sauces and water to table.
- Clear tables after guests leave. Takes tableware to dish room and place silverware, dishes, glassware, etc. in appropriate areas for washing.
- Between settings promptly clean table tops, chairs and booths. Check floor and clean as required. Reset and arrange tabletop.
- Inspect assigned restroom every 15 minutes and clean as needed.
- Respond appropriately to guest requests. Communicate guest requests to server immediately.
- Communicate with server and hostess to assure efficient seating, table utilization and customer service.
- Assist server as needed with food delivery, especially with large parties and during peak periods.
- Thank guests as they are leaving – Good people skills.
- Show flexibility in terms of your schedule to ensure the smooth and efficient operation of the restaurant as directed by the restaurant manager or immediate supervisor.
- Maintain a high level of personal cleanliness
- Be a team player; Help out fellow employees when possible.

Qualifications:

- No previous restaurant experience required.
- Be able to communicate and understand English.
- Be able to fulfill physical requirements of a Busser's job – carry heavy trays (20lbs. at least) for long periods of time.
- Invest in a lifter's belt to protect your back.
- Be able to work in a standing position for long periods of time (up to 8 hours).