

Job Description



Position: The Pancake House Wait Staff

Job Summary

Server is responsible for waiting on customers in a timely fashion and all necessary side work. Service is the primary responsibility. A friendly, positive, and courteous attitude toward customer and co-worker is necessary.

Principal Duties and Responsibilities

1. Responsible for opening and closing procedures.
2. Must be familiar with menu.
3. Must be familiar with daily specials and prices.
4. Responsible for filling out daily tip report.
5. Punctuality.
6. Responsible for a neat, clean, and professional appearance.
7. At least two hours per day may be required to sell ice cream.
8. Other duties as assigned.

Knowledge, Skills and Abilities Required

1. Must have excellent communication skills.
2. Basic math and reading skills.
3. Must be able to understand and follow instructions.
4. Must be able to maintain a professional manner under stress.

Reporting Relationship

Reports to Manager

Uniform Items Required

- Tan shorts or pants. Plain Front. No cargo style
- White socks
- Athletic shoes