



B. HOSPITALITY CO

JOB DESCRIPTION

TITLE: FOOD RUNNER

REPORTS TO: GENERAL MANAGER

FLSA: NON-EXEMPT

POSITION OBJECTIVE: The food runner is accountable for delivering completed food dishes to tables once a food order has been prepared from the kitchen.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Greets customers upon arriving to the table.
- Carries completed plates and dishes from kitchen to appropriate table.
- Responsible for delivering food to appropriate person seated at the table.
- Makes customer aware of any hot plates to ensure the customer's safety.
- Ensures table received the correct order and replenishes anything that is missing.
- Maintains cleanliness and sanitation at all times; performs closing clean-up duties.
- Assists other staff members as needed to ensure optimum service to all customers.
- Upholds company safety and sanitation requirements to ensure the health and safety of our customers and employees.
- Performs other duties as assigned by Supervisor.

QUALIFICATIONS/SKILLS:

- Excellent customer service skills.
- Good judgment with the ability to make timely and sound decisions.
- Bilingual skills a plus.
- Professional appearance and demeanor.
- Ability to work extended periods of time standing.

EDUCATION AND/OR EXPERIENCE:

- High school diploma or GED preferred
- 2-4 years of similar experience