



**WORK & TRAVEL 2012
EMPLOYER & POSITION DETAILS**



HOST COMPANY DETAILS		JOB DETAILS	
Company Industry	Hospitality, Tourism & Entertainment	Job Title	Server
Employer	Gaylord Texan Resort and Convention Center	Ideal Start Date	May 7 th – June 12 th 2012
Location	Grapevine, TX	Ideal End Date	Sep 7 th – Sep 15 th 2012
http://www.gaylordhotels.com/texan-home.html		Salary	\$3 + tips/ 32-40 hr week Overtime possible

Housing Informations Housing is provided by sponsor company

JOB DESCRIPTION

Main Tasks / Responsibilities

Job Summary:

This position will take accurate orders, serve food and beverage items in a timely manner provide information about menu items and ensure guest satisfaction.

Job Responsibilities:

- Ensure all tables are set properly prior to guest arrival.
- Present menus to guests and answer questions about menu items, making recommendations upon request.
- Take food and beverage orders from guests. Up-sell orders by suggesting appropriate additions to orders to maximize sales and guest satisfaction.
- Enter orders into computer order system. Ensure food is prepared correctly prior to serving.
- Follow up with table to ensure guest satisfaction throughout meal. Serve and replenish beverages and other accessories throughout the meal.
- Prepare guest checks ensuring correct orders are listed and totaled. Return promptly with change and receipt having followed the proper cash or credit procedures.
- Demonstrate product knowledge and assist in training new servers and server assistants.
- May transport food orders from the kitchen to the appropriate guest.
- Complete daily side work duties as assigned.
- Assist Server Assistants in clearing and resetting tables as needed.
- Perform other duties as assigned.

HOST COMPANY PREFERENCE AND REQUIREMENTS OF IDEAL CANDIDATE

Skills / Knowledge/ Language Proficiencies

- Advanced English skills are required
- 100 % Drug free workplace
- Positive attitude - appropriate behavior is a MUST
- Smile, Teamwork, Attitude, Reliability, Service with a Passion
- Discretion and independent judgment.
- Identify and distinguish colors.
- Stand for long periods of time.
- Walk extended distances; lift/carry 6-25 lbs.
- Reach hands and arms in any direction.
- Kneel and/or stoop repeatedly