

|                    |                            |
|--------------------|----------------------------|
| Job Profile Title: | Runner Food TI-Union       |
| Job Code:          | 16069                      |
| Business Title:    | 16069 Runner Food TI-Union |
| Grade / Band:      | Union - Hourly             |
| FLSA Status:       | Non-Exempt                 |

## Primary Purpose:

It is the primary responsibility of the Food/Beverage Runner to serve guests while providing courteous and prompt table side service to all guests. The runner must be able to describe all dishes brought to the dining room in a detailed manner and answer pertinent questions.

## Principal Duties & Responsibilities

|                                                                                                                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Greet guest in a positive, friendly manner, making them feel welcome                                                                                                            |
| Expedite food from the kitchen to the table as dictated by sequence of service and by the Chef or kitchen expediter                                                             |
| Describe food upon placement on the table, answering questions pertaining to the dishes                                                                                         |
| Describe menu features as needed (include changes and additions)                                                                                                                |
| Communicate with expediter to ensure delivery of food to the correct table and position                                                                                         |
| Perform assigned open and closing side-work                                                                                                                                     |
| Communicate needs of the guest to kitchen and management, inform management of guest reaction and comments and assist management to ensure smooth operation and quality service |
| Check dining area, tables and chairs for cleanliness, maintain cleanliness and organization of station and service area                                                         |
| Perform other job-related duties as requested                                                                                                                                   |

## Required for All Jobs

|                                                   |
|---------------------------------------------------|
| Performs other job-related duties as requested.   |
| Proof of eligibility to work in the United States |

## Knowledge, Skills and Abilities

| KSAs                                                                                                              |
|-------------------------------------------------------------------------------------------------------------------|
| Knowledgeable of food and menu preparation                                                                        |
| Ability to multi-task and work well in a fast paced, team-oriented environment                                    |
| Effective listening abilities with strong judgment skills                                                         |
| Knowledge of accommodations room capacities, amenities, and menu items including standard and alcoholic beverages |
| Excellent customer service skills and interpersonal skills to effectively communicate with all business contacts  |

Physical Requirements

A thorough completion of this section is needed for compliance with legal standards such as the Americans with Disabilities Act. The physical requirements described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

| Physical Requirement | N/A | Rarely | Occasionally | Frequently | Constantly | Weight/<br>w.p.m.  |
|----------------------|-----|--------|--------------|------------|------------|--------------------|
| Standing             |     |        |              |            |            |                    |
| Walking              |     |        |              |            |            |                    |
| Sitting              |     |        |              |            |            |                    |
| Lifting              |     |        |              |            |            |                    |
| Carrying             |     |        |              |            |            |                    |
| Pushing              |     |        |              |            |            |                    |
| Pulling              |     |        |              |            |            |                    |
| Climbing             |     |        |              |            |            |                    |
| Balancing            |     |        |              |            |            |                    |
| Stooping             |     |        |              |            |            |                    |
| Kneeling             |     |        |              |            |            |                    |
| Crouching            |     |        |              |            |            |                    |
| Crawling             |     |        |              |            |            |                    |
| Reaching             |     |        |              |            |            |                    |
| Handling             |     |        |              |            |            |                    |
| Grasping             |     |        |              |            |            |                    |
| Feeling              |     |        |              |            |            |                    |
| Talking              |     |        |              |            |            |                    |
| Hearing              |     |        |              |            |            |                    |
| Repetitive Motions   |     |        |              |            |            | Repetitive Motions |

Mental Requirements