

# HOSTESS

## **Job Description:**

- Welcome guests in a warm and friendly manner.
- Ascertains their dining needs.
- Seats guests and manage the seating chart.
- Monitors restaurant activity and dining flow.
- Protects establishment and patrons by adhering to sanitation, safety, and alcohol beverage control policies.
- Performs opening and closing duties.
- Responds to guest inquiries and requests in a timely, friendly, and efficient manner.
- Assists servers and bartenders with bussing tables and side work including, but not limited to, cleaning, stocking, preparing table setups, sweeping, etc.

**Hostess Hours 10:00am – 5:00pm // 5:00pm – 12:00am**

## **Hostess Qualifications / Skills:**

- General Math Skills
- Verbal Communication
- Customer Service
- Flexible Hours
- Reliability
- Teamwork
- Positive Attitude
- Energy Level
- Compliant to Company Policy
- Thoroughness
- Professionalism

**Must be 18+ to apply.**