



Job Description

Job Title: Food and Beverage Associate
FLSA Status: Non-Exempt
Department: Food & Beverage Department
Reports to: Food & Beverage Supervisor

Job Summary: This employee is responsible for taking orders ringing them up in the register, preparing the order, and cashing out the customer in a courteous and prompt manner.

Duties and Responsibilities: (Including but not limited to)

- Have a complete and thorough knowledge of all menu items, ingredients, and preparations.
- Have a complete understanding of the operation of all food service equipment.
- Set up station at the beginning of the shift.
- Maintain a clean and safe work area during service – clean as you work.
- Fill orders promptly – keep the line moving.
- Maintain a pleasant rapport with all customers and co-workers.
- Save all personal and casual conversations until after shift.
- Have a general knowledge of Coral World including exhibits and feeding times, etc.
- At shift closing completely break down and thoroughly clean station.
- Fill out requisition form and restock station.
- Assist others to ensure smooth operation of the restaurant.

General Skills/Knowledge/Work Experience/ Education/Certification/License:

Required:

- Have a valid health card.
- Be able to write legibly and count monetary sums quickly and accurately.
- Be service oriented.
- Be pleasant, helpful, courteous, and a team player.
- Be organized, patient, and responsible.

Preferred:

- 1 - 2 experience as a Food Server, Counter Server, or Restaurant Cashier.

Special Requirements:

- Must be willing to work overtime, holidays, and weekends as requested by manager.
- Must be a team player and be able to get along with others.

References required.

Please submit cover letter, resume, and references by email to be considered for the position.

Please include the job title in the subject

Contact Information:

Valissa M. Hodge, MHRM - Office/Human Resources Manager

Email: human.resources@coralworldvi.com

Office: (340) 775 1555 ext. 247