



## JOB POSTING

**Position Title:** Server Assistant

**Date of Notice:** March 21, 2019  
**Job Location:** Chambers Bay, University Place WA  
**Start Date:** Immediately  
**Reports to:** Food & Beverage Manager  
**Send Applications to:** Nicole Howell - [nhowell@kempersports.com](mailto:nhowell@kempersports.com)

### **Property Description:**

Chambers Bay, host site of the 2010 U.S. Amateur, 2015 U.S. Open, and 2021 U.S. Amateur Four-Ball Championships is Washington State's golf masterpiece. This facility is a unique tribute to the historic links of Scotland and Ireland. With the Puget Sound providing a serene backdrop, this breathtaking layout winds through a stunning coastal setting, among windswept dunes and native grasses. Chambers Bay also features a semi-permanent outdoor pavilion popular for banquets, weddings, and additional special events. For additional information regarding Chambers Bay and photos, please visit our website at [www.chambersbaygolf.com](http://www.chambersbaygolf.com).

### **Position Summary:**

Tends to guest tables before, during and after meal service.

### **Essential Duties and Responsibilities:**

- Assist servers in their tasks.
- Serve water as guests are seated.
- Assist in carrying food trays to tables.
- Remove soiled dishes and other unnecessary flatware from the table and bring to dish-washing area.
- Set tables with silverware and glassware
- Keep dining room & patio floors free of debris.
- Stock server's station with supplies.
- Collect trash from the dining room, grill and other specified places after each serving period.
- Dust chairs before and after meals.
- Keep ice bins and buckets filled.
- Cleans and restocks restrooms on an on-going basis.
- Attend pre-meal meetings as requested.
- Greet and seat guests as needed.
- Perform other duties as appropriate.

### **Qualifications:**

- High school preferred.
- Some restaurant experience preferred.
- Demonstrated quality interpersonal communication skills.
- Ability to analyze and solve problems; efficiently handle multiple duties under pressure with minimal supervision; work flexible hours as required including nights/weekends.
- Positive attitude, professional manner and appearance in all situations.

**Uniquely dedicated. Distinctly different.** *Custom Property Management*

500 Skokie Boulevard Suite 444 Northbrook, IL 60062 (847) 850-1818

[www.kempersports.com](http://www.kempersports.com)



**Working Conditions**

Work hours may include days and evenings on weekdays and weekends. Work primarily indoors in a restaurant/lounge environment, with some outdoor work involving patio service. Will be exposed to sharp utensils, extremely hot stoves and grills, sharp and rapid equipment movements, hot food, potentially dangerous chemicals, and solvents on a daily basis. May be exposed, from time to time, to inclement weather, potentially dangerous pesticides, herbicides, fertilizers, equipment movement hazards, and misdirected golf balls. The injury may result as a result of exposure to the above if safety policies and practices are not properly followed at all times.

**Classification:**

Part-time or Full-time, Seasonal, Non-Exempt

**Physical Requirements:**

Must have the ability to:

- Read and write (English)
- Communicate verbally with staff members and/or customers
- Follow verbal and written instructions
- Visually inspect all work areas
- Stand, sit, walk, push, pull, lift, grasp, bend and kneel for up to 5 hours at a time
- Lift up to 50 lbs occasionally, 30 lbs frequently, and 20 lbs constantly

I have read and understand all of the above. I have reviewed the principal duties for which I am responsible as well as the working conditions and physical requirements. I understand this document does not create an employment contract, and that I am employed by the Company on an "At Will" basis. I further understand that this position description supersedes any and all prior descriptions issued.

Employee \_\_\_\_\_ Date \_\_\_\_\_

Supervisor \_\_\_\_\_ Date \_\_\_\_\_

***KemperSports Management is an Equal Opportunity Employer***