



THE ROYAL OTTAWA GOLF CLUB

Seasonal PT Server

Position Summary:

The Royal Ottawa Golf Club has an exciting opportunity for a **Part-time Seasonal Server** to join the Royal team. The Server will act as a key member of the **Food and Beverage Team**.

Reporting to the Food and Beverage Manager, the Server will be responsible for all aspects of the Club's indoor and outdoor dining operations. The Server plays a key role as the face of the Club to our Members ensuring they receive a Royal Welcome have all their service needs met.

The Server is primarily responsible for ensuring the quick and efficient service of all food and beverage items to our Members. The position requires an outgoing personality, immense work ethic, professionalism, and is ideal for front-of-house staff experienced in a fast-paced work environment. Good communication and organizational skills are also required.

Job Responsibilities:

- Greeting and seating Members and Guests as they enter;
- Prepare tables by placing dishes, cutlery and glasses neatly in the appropriate locations;
- Inspect tables for cleanliness and proper layout, making corrections as necessary;
- Take the Member's and Guest's food and beverage orders;
- Provide courteous and efficient service to members and guests while dining;
- Explain the menu to Members and Guests and advise them on the wine list;
- Serve food and beverages and ensure Member satisfaction;
- Answer phone calls from and place to-go orders for Members and Guests;
- Return the dishes, cutlery, and litter to the kitchen at the end of the meal;
- Accurately process and reconcile service chits;

Qualifications:

- Minimum 1 year of service experience required;
- Smart Serve Certification required;
- Ability to work a flexible schedule based on business needs;
- Detail orientated and meticulous;
- Strong time-management and organizational skills;
- Compliant with Covid-19 protocols;
- Enthusiasm and team player attitudes are a must in order to succeed;
- Experience in the private club or service industries a strong asset;
- Bilingualism a strong asset - but not required;
- Knowledge of wine service and asset;
- Experience with POS system (Jonas, Maitr D', etc) an asset

Salary details:

The Royal Ottawa Gold Club is a unionized workplace, providing earnings stability and a incentive program based on performance and golfing privileges. Full-time staff have access to a comprehensive benefits package, pension plan, and RRSP matching.

Hourly Rate: \$14.35/hr