

## JOB DESCRIPTION

### CLUB LOUNGE ASSOCIATE

The candidate must possess excellent customer service and communication skills, both verbal and written and a "can do" attitude. This is the ideal position for someone who has a passion for hospitality and is looking for an entry level position within the hotel industry, values problem resolution, and enjoys a fast paced work environment.

### RESPONSIBILITIES:

- Take orders for and serve all food and beverage requests, clear tables during service.
- Ensure station and table set-ups are complete and perform various side duties as assigned by the Supervisor.
- Maintain proper condition and cleanliness of dining areas and servicing equipment.
- Ensure that meals are being served in a professional and timely manner
- Participate in all supportive functions as needed, by providing direct service to guest, including but not limited to serving tables, bussing tables, seating guests and general duties.

### QUALIFICATIONS:

- Must be able to speak, read, write and understand English, a second language is an asset.
- Must have strong communication skills, both verbal and written.
- Must be willing to take feedback and direction from Supervisor and fellow team members.
- Must possess basic compute knowledge. Training on POS will be provided.
- Must have Serving it Right Certification.
- Minimum of one year serving in a fast paced environment.
- Some knowledge of food and alcoholic beverages is preferred.
- Must have a flexible schedule and be available to work all shifts.
- Must be able to stand and exert well-paced mobility for up to 4 hours in length.
- Must be able to lift up to 15 lbs. on a regular and continuing basis.
- May be required to lift trays of food or food items weighing up to 30 lbs. occasionally.

**APPLY:** Email a current resume and a cover letter to Human Resources at [resumes@wallcentre.com](mailto:resumes@wallcentre.com).