

## Schedule "A" Job Description-Halfway House/Beverage Cart Attendant

- The halfway house/beverage cart attendant is responsible for delivering exceptional food and beverage services at the clubhouse and from the beverage cart. Summary of responsibilities
- Consistently offer professional, friendly and engaging service
- Ensure area is merchandized to Kaneff Golf standards
- Ensure you follow Kaneff Golf uniform policy at all times
- Cooperate with all staff to ensure excellent customer service
- Has a complete and comprehensive knowledge of all menus including specials
- Serve food and beverages to guests in a timely and efficient manner
- Set up and stock work area with food and beverage supplies on a daily/as needed basis
- Establish, maintain and seasonally reset par stocks on a daily/as needed basis 🕒 Offer product suggestions to increase sales and heighten guest satisfaction
- Maintain a clean, safe and organized work area
- Ensure all products are stored at appropriate temperatures and product is rotated to optimize freshness
- Accurately records all sales of food and beverages, process billing, complete POS daily closeout procedures
- Follows all procedures, including opening and closing inventories, and restocking as required. 🕒 Cleans and stores cart and shares the responsibility for maintenance of the Clubhouse 🕒 Other duties as assigned. Requirements: Valid smart serve certification Job duties and responsibilities may vary across KaneffGolf locations.

