

POSITION DESCRIPTION

POSITION TITLE: Bistro Busser, Host/Hostess, Server and Sushi Production

CLASSIFICATION: STDT 2

ORGANIZATIONAL UNIT: Housing•Dining•Hospitality Culinary and Market Services

DATE WRITTEN: Updated Dec. 2016

GENERAL DESCRIPTION OF POSITION

Under close supervision, employees will learn to demonstrate all skills, knowledge and are fully operational to provide a full-service fine dining experience to students, staff, faculty and off-campus patrons. Areas of work responsibility will include coordinating food service activity with staff members, bussing tables soon after the patrons exit, operating the dish machine, polishing silverware, seeping, mopping, cleaning and organizing the work area as needed.

Under close supervision, employees will have completed required training along with requisite experience in customer service, safety, cleaning and sanitation. Additional work experience may include training other employees and assisting with customer relations.

JOB DUTIES

- Serve customers in a pleasant, efficient and polite manner.
- Work in team cooperation with others, serve as team leader in absence of supervisor.
- Promote positive customer relations with prompt reaction and concern for customer needs or problems.
- Maximize slack periods of work to clean and wipe working area.
- Scrapes dishes and pots, loads and unloads, fills and maintains dish machine.
- Stores clean pots, dishes and polishes silverware.
- Clean walls, mop floors and operate floor cleaning equipment.
- Clean storerooms, refrigerated areas and restrooms as assigned.
- Clean ovens, grills and hoods as assigned.
- Complete sanitation class.
- Arrives promptly, clocks in at scheduled time.
- In case of unavoidable absence, notifies office or supervisor will before scheduled work shift
- Takes meals and breaks in designated areas, when approved by supervisor, makes proper use of time clock. Clocks out and back in for meal breaks taken outside building.
- Consistently maintains good personal hygiene. Appearance is clean and neat.
- Knows and follows University policies.
- Responds to directions and corrections in a positive manner, accepts and readily performs other than routine job duties as requested.
- Consistently meets attendance standards.
- Does routine work without being directed.
- Maintains a clean, orderly, and organized work area.
- Ability to stand for long periods of time which may include outdoors for up to eight hours.

REQUIREMENTS

- Must be eligible for student employment at UC San Diego: must pay UC San Diego Student Services Fees for each quarter of employment. Continuing students and spring quarter graduates must pay Spring Quarter Student Fees. New students or readmits for Fall quarter must pay Intent to Register Fees.
- Must communicate well with people.
- Is a customer service-oriented individual who is not afraid to work in a fast paced food service environment.
- Must be flexible around your official Tritonlink class schedule.
- Must have a valid California State Driver's License and be willing to operate UC San Diego vehicles. Driver's record will be checked via DMV Employer Pull Notice Program at no cost to employee.

COMPENSATION:

\$15.50 /hour

Updated wage 1/1/2022