

Server - Dining Hall



Department: Food Service

Type: Part-time, Hourly, Staff

Servers prepare and serve food items for current students, possibly meetings and events. Servers also may operate a cash register, maintain cleanliness of the dining room and provide excellent customer service to the Students, Faculty and Staff.

Responsibilities:

1. Perform operational duties such as organizing and completing events.
2. Perform table setting, carry trays, and execute serving tasks following standard dining etiquette.
3. Follow standard production procedures when carrying out duties such as beverage service, plating, and salad preparation.
4. Provide assistance in training and supervision of new employees and interns.
5. Ensure food waste is minimized.
6. Responsible for operating dishwasher, as well as organizing and maintaining dish storage and small wares.

Qualifications

- Food Handler's Card – required to have within 30 days of being hired
- State of Missouri Alcohol and Responsibility Training Certificate (SMART) preferred
- Adhere to sanitation and safety standards
- Excellent organizational and communication skills
- Maintain a professional relationship with all clients, coworkers and employees.
- Demonstrates interpersonal and communication skills, both written and verbal
- Must be able to work independently with limited supervision
- Requires occasional lifting, carrying, pushing, pulling of up to 25 lbs.
- Must be available to work flexible hours including evening and weekends

To Apply: Submit an online [Stephens College application](#).

The successful candidate must pass a criminal background check.

EOE A diverse community on campus is valued

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Smoke Free Campus