

# CACAPON STATE PARK TEMPORARY EMPLOYMENT OPPORTUNITY

## Food Service Supervisor-Lead Server

**Location:** Food & Beverage Department

**Number of Positions:** 1      **Date Posted:** 07/20/20

**Work Schedule:** Under the direction and scheduling of supervisors, employee will be available to work all shifts necessary for food & beverage operations. This may include a rotating shift, evenings, days, nights, weekends and holidays.

**Nature/Examples of Work:** Will oversee seasonal server staff in addition to the following: Provides wait services to the public. Works in conference services. Polishes silverware. Keeps workstation stocked. Stocks refrigerators and coolers. Vacuums floors. Responsible for keeping accurate logs of tips. Responsible for keeping accurate documentation of guest tickets. Operates cash register. Acts as host/seating person. Stocks and maintains inventory of table settings. Busses and cleans tables. Ensure tables are clean and properly set at all times. Completes various housekeeping duties. Must conduct themselves in a responsible and respectful manner. Makes sure that equipment and tools are in good operation. May be assigned to work throughout the park in various food service capacities.

Employee will work with park guests to immediately resolve their requests in a manner reflecting a positive image for Cacapon State Park. Employee will keep all documentation and records as required by supervisors. Performs all related and non-related work as required by supervisors.

**Special Requirements:** Must have good public relation and people skills, be well organized, and be willing to accomplish tasks quickly and efficiently. Employee will be available to work weekends, holidays, evening, split shifts and night shift.

Employee will be available for "on call" work.

Ability to deal with the public in a pleasant and courteous manner.

Employee will wear assigned uniforms.

Employee subject to all required Division of Personnel, DNR and Park Policies.

Must possess and maintain food handler's card.

Employee will possess strong mathematics and public relations skills.

**Dates of Employment:** 9/01/20 – 12/31/20

**Wage Rate:** \$7.00 / Hour + Gratuity

**To Apply:** Send completed Application for Temporary Employment to the attention of the Food & Beverage Manager ASAP.