

# LOCATELLI'S CAREERS

JOB DESCRIPTIONS • 2018

## A LOCATELLI'S CASHIER



Welcome & greet guests when they walk in. ▪ Answer phone & take food orders, enter orders in point-of-sale system accurately. ▪ Inform guests of specials & menu changes. ▪ Make recommendations you genuinely feel your guests will enjoy. ▪ Answer questions about food, beverages & other restaurant functions & services. ▪ Perform side work at the start & end of each shift as required by cashier station assignment. ▪ Maintain clean service areas. ▪ Monitor & observe guests' phone/internet ordering experience. Ensure guests are satisfied with food and service. ▪ Respond promptly & courteously to any requests. ▪ Prepare final bill, present check to guest, accept payment, process credit card charges or make changes (if applicable), & assure the order is accurate, complete, & packaged correctly. ▪ Be ready & willing to assist fellow servers as needed. ▪ Be ready & willing to assist busser with clearing & resetting tables. ▪ Thank guests for their visit & invite them to return. ▪ Be available to fill in as needed to ensure smooth & efficient operation of the restaurant as directed by the restaurant manager or immediate supervisor.

Be able to communicate & understand the predominant language(s) of our guests. ▪ Must have a basic knowledge of dining room/service procedures & functions. ▪ Possess basic math skills & have the ability to handle money & operate a point-of-sale system.

## WORKING AT LOCATELLI'S

Do you have

### ENERGY

At our busy hours (and Locatelli's has a lot of those), the environment can be very fast-moving and highly energetic and fast-paced environment. We like to have fun and keep the energy up.

An eye for

### CLEANLINESS

We set a very high standard for cleanliness at our restaurants. Every table must be cleaned, and every staff member has a part in keeping our standards high. We love a proactive spirit.

And a heart with

### KINDNESS

Our best clients are the repeat customers that keep coming back for the food and the service. We have fun and enjoy each other's company, so that means we like to hire cool and kind people.