

Employee Requisition Form

Position to Be Filled: F&B Cashier

Purpose: Provide exemplary customer service to the Guests of the Tachi Palace Casino Resort handling cash transactions with the Guest and service Food and Beverage products throughout the Tachi Palace Casino Resort.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Project an outgoing professional and courteous customer service attitude to all guests.
- Greet customers in a timely and pleasant manner by making contact, being friendly, showing willingness to help and being attentive to their needs.
- Prepares the tables, laying out napkins and utensils, making sure the condiments are refilled, performing all other preparation tasks.
- Maintain proper dining experience, delivering items, fulfilling customer needs, offering desserts and drinks, removing courses, replenishing utensils, refilling glasses.
- Prepare final bill, present check to guest, accept payment, process credit card charges, or make change (if applicable).
- Reconcile cash register at the end of shift.
- Attend training, meetings, and other instructional events.
- Ensure compliance with all safety, health and environmental policies; procedures and regulations within the department.
- Ensure compliance with all Human Resource policies and procedure, promote an environment that treats all people with respect, and prohibits discrimination and harassment of any kind.
- Minimum of 6 months to 1-year experience in a fast-paced environment preferably in a restaurant/hospitality industry.
- Must have basic cash handling skills and be able to operate a cash register.
- Any other duties as assigned.

Reports To: F&B Supervisor

Starting Rate of Pay: D.O.E

Approximate Hours: Full time

Date Needed: ASAP

Filling Deadline: Open Until Filled