



FUNCTIONS ASSISTANT

Location: Piperdam Golf & Leisure Resort

Set in 650 acres of idyllic Angus countryside, Piperdam combines superb accommodation and award-winning facilities to create the ultimate Scottish Experience. Our facilities include our Room with a View restaurant and Howies bar, as well as our two function suites, Riga and Reval.

Job Summary

As a functions assistant you will be responsible for assisting in the delivery of functions and events. This would include taking food and beverage orders, delivering of orders and the clearing of all completed orders.

Main Duties and Responsibilities

- Welcoming and seating guests.
- Taking orders.
- Serving food and beverages.
- Maintaining a clean working and dining environment.
- Help create a safe environment for both staff and guests and adhere to the company's health and safety policies and procedures

Key Skills and Experience

- Due to bar service, applicants must be over 18 years old.
- Excellent communication skills.
- Excellent customer service skills.
- Ability to perform under pressure.
- Previous experience of working in a customer service environment, ideally within a Food and Beverage environment (desirable).

Reports To

Functions Supervisor

This job description is not exhaustive and can be altered and added to by the discretion of the senior management. Should this happen the post holder will be informed of any such amendments.

It is agreed that the above is a brief and concise job description for the role of Functions Assistant.

Signature
(Employee)

Print Name

Date