



## JOB POSTING

**JOB TITLE:** Banquet Server  
**LOCATION:** **Santa Ana Golf Course-** Prairie Star Restaurant  
**STATUS:** (1) Occasional positions  
**FLSA:** Non-exempt  
**APPLICATION:** Apply in person, fax or U.S. mail (resumes alone not accepted)  
**DEPARTMENT:** Food & Beverage  
**REPORTS TO:** Food & Beverage Manager  
**SCHEDULE/SHIFT:** Varied - afternoons, nights, weekends and holidays

### MINIMUM QUALIFICATIONS:

Must be 21 years of age and possess current Alcohol Server Permit. Must maintain validity of Alcohol Server Permit throughout employment with SAGC. Must possess current Food Handling Certification or obtain within 60 days of employment with SAGC.

### ESSENTIAL DUTIES:

Under direct supervision of the Food & Beverage Manager, the Banquet Server must assure that Prairie Star standards of service and NM State Liquor Laws are being adhered to at all times. Prepare banquet rooms for use. Assist in ensuring that the events are on time, maintain high standards of cleanliness of all banquet areas. Provide all group guests with a lasting impression with the intent for return business. Maintain proper dining experience, delivering items, fulfilling customer needs, removing courses, replenishing utensils, refilling glasses. The servers are to be polite, courteous and friendly to all guests at all times. Basic knowledge of banquet sets and reading of event order/ BP's.

**POSTING DATE:** June 7, 2017

**CLOSING DATE:** Open until filled

**EMPLOYMENT DATE:** To be announced upon final offer of employment

### ADDITIONAL REQUIREMENTS:

Final offers of employment are contingent upon successful results of a drug screen and, if appropriate, verification of driving record and other employment related documents.

**Santa Ana Golf Corp, Inc.**  
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