



Position Title: Food Expeditor
Department: Food and Beverage
Reports To: Food and Beverage Manager/Chef

POSITION SUMMARY

In the busy world of fine dining restaurants, there is the front of house: the servers and bartenders, and the back of house: the cooks and chefs. In between these two groups is the expeditor. Food expeditors communicate orders and information between the front of house and back of house, making sure that food is cooked in the right order, quickly, and presented to the customer as beautifully as possible.

This position also ensures the kitchen area is maintained as a clean, safe and sanitary area. Expeditor must be safety conscious and in compliance of all laws concerning the safety of others. This requires knowledge of the laws and Evansville Country Club policy.

This position requires a friendly, highly self-motivated individual who can work with minimal supervision.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Make sure orders are being cooked in a timely fashion, so that all orders for a table are ready at the same time.
- Ensure that once food is cooked, servers run food to the table while it's warm and ready
- Explain special orders to the cooks, and tell servers when the kitchen is out of a particular menu item.
- In charge of the final presentation of the plate, making sure it is dressed and garnished correctly and free from smudges or spills.
- Perform daily cleaning tasks assigned by supervisor.
- Must be able to lift, push, pull and move product, equipment, supplies, etc., in excess of 70lbs.
- Must be able to work effectively in a fast-paced environment.

PREREQUISITES

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

LANGUAGE SKILLS

The ability to speak English is necessary to converse with other Team Members and Management.

REASONING ABILITY

It is necessary to have the ability to solve practical problems that may arise. Our Team Members must have the ability to interpret a variety of instructions furnished in written, oral, or schedule form.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by a Team Member to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the Team Member is regularly required to lift and carry up to approximately 70 pounds. The Team Member may be required to spend long hours on their feet. Must be able to work effectively in a fast-paced environment. Extended periods of standing and walking are required. Some kneeling, stooping, crouching, or crawling may be required.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those a Team Member encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the Team Member could be exposed to outside weather conditions, if providing service during an outside event. The noise level in the work environment is usually moderate with increased levels during events. The above statements are intended to describe the general nature and level of work being performed by the person assigned to this position. Principal duties are intended to describe those functions that are essential to the performance of this job and "other" duties (if defined) include those that are considered incidental or secondary to the overall purpose of this job. This job description does not state or imply that the above are the only duties and responsibilities assigned to this position. Team Members holding this position will be required to perform any other job related duties as requested. All requirements are subject to possible modification to reasonably accommodate individuals with a disability. This job description is not an employment agreement or contract. Management has the exclusive right to alter this job description at any time without notice.