# JOB DESCRIPTION <u>BUSSER - BEVERAGE SERVICES</u> BUSINESS OPERATIONS DIVISION UNIVERSITY OF VICTORIA STUDENTS' SOCIETY

## FUNCTION:

1. Assist in the sale and delivery of food and beverages to customers.

## ORGANIZATIONAL RELATIONSHIPS:

- 1. Is responsible to the Business Operations Division Manager through the Beverage Services Managers.
- 2. Is responsible to the Beverage Services Supervisor in the absence of a Manager.

### DUTIES:

- 1. Informs server of customer food and beverage requests, and assist in the delivery of all food the beverage items to customers.
- 2. Provides fast, efficient, and courteous service to customers.
- 3. Maintains constant flow of dishes to the dishwasher and glasses through the glasswasher.
- 4. Responsible for maintaining and stacking cases for empty bottles in the hallway.
- 5. Responsible for keeping tables and floor in section clean at all times.
- 6. Informing co-workers of any security problems or potential problems.
- 7. Other related duties as assigned.

## QUALIFICATIONS:

- 1. Must be an active member in good standing of the University of Victoria Students' Society.
- 2. Must have "Serving It Right" certificate.
- 3. Minimum of three months experience bussing in a busy liquor and food establishment required.
- 4. Dedication to a high level of customer service.
- 5. Must be nineteen (19) years of age or older.

This is a student, part-time, hourly waged union position.