



Position	Division	Department	Payroll Status	Start Date	End Date
CLUB LOUNGE BUSSER	ROOMS	GUEST SERVICES	Part Time	NOW HIRING	REGULAR

POSITION SUMMARY: The Club Lounge Busser cleans, prepares, and assists with providing food and beverage items to the Club Lounge in a timely, friendly, enthusiastic and professional manner, and timely manner while creating a safe and clean environment.

ESSENTIAL JOB FUNCTIONS:

- Set up Club Lounge for AM/PM shift scheduled for. Pull necessary stock and indicate on pull sheets for processing of all inventories used. Completing pull sheets and delivering to stewards for processing of necessary dishes and utensils. Polish all glass, plates, and stemware. Place food product out in an appetizing and appealing manner.
- Clean up after guests are finished and prepare for arrival of new guests. Maintain lounge by sweeping, detailed cleaning of all countertops, chafing dishes, cabinets, pantries, chairs, and tables. Dusting of mirrors, artwork, computer, desk, fax machine, and display tables. Cleaning of windows, sweeping of patio, cleaning of trash from guests in landscaping around patio. Clean all walls and entry doors. Clean high chairs.
- Break down all stations and return dirty dishes to stewarding dept. Refill all salt and pepper dispensers, restock napkins, condiments, and leave lounge stocked and clean for the next shift. Clean refrigerator, start dishwasher, clean kitchen floors, and clean cart while placing clean bus tubs.

REQUIREMENTS:

- Use hands to lift, carry or pull objects that may be heavy.
- Understand and carry out simple instructions.
- Learn simple procedures and techniques.
- Perform routine work or the same task over and over again.

PHYSICAL DEMANDS: Must be able to stand and exert well-paced mobility for up to 4 hours in length; exert well-paced ability to reach other departments and locations of the hotel on a timely basis; well-paced ability in limited space; bend, stoop, squat and stretch to fulfill cleaning tasks; bend, squat and lift up to 75 lbs. on a regular and continuing basis; push and pull carts and equipment weighing up to 250 lbs. on a regular and continuing basis; grasping, writing, standing, sitting, walking, repetitive motions, bending, climbing, listening and hearing ability and visual acuity; talking and hearing occur continuously in the process of communicating with guests, supervisors and other employees.

QUALIFICATIONS:

- Previous F&B experience preferred.
- Must be at least 16 years of age or older.

