



Snack Bar Attendant

Description:

- Project a friendly outgoing attitude to customers.
- Work in cooperation with co-workers.
- Arrive ready to work at scheduled time.
- Make coffee for opening. Set up muffins, pastries, fresh fruit and juice.
- Cash register and accounting duties.
- Set up outside counter, condiments, napkins, etc.
- Re-stock front counter snacks as needed.
- Fill ice bin and cup dispensers.
- Check around outside of snack bar for cleanliness (straighten chairs and tables, pick up trash).

Wait on customers:

- Friendly and cheerful greetings.
- Make suggestions about menu items.
- Up-sell beverages with sandwiches.
- Accurate cash handling with each customer.
- Must be clean and organized.
- Stay within the snack bar area.
- Keep a list product inventory.
- Close out register at end of day and complete balance sheet.
- Additional duties as assigned.

Must support safe work habits and working environment at all times.

Requirements: High school diploma or general education degree (GED); or one to two years related experience and/or training; or equivalent combination of education and experience.

Special Instructions: Interested parties fill out an application in person or download from www.poppyridgegolf.com and fax to 925-455-2020 or email.