



FOOD SERVER - PART TIME

SUMMARY

Heritage on the Marina is a continuing care Retirement Community located in the beautiful Marina district of San Francisco. We are home to approximately 120 senior residents and a Five-Star-Rated Medicare Community. We embrace the mindset, “Caring, which demonstrates we value one another.” We set ourselves apart by our conscious commitment to serve as a model of excellence for senior care.

This essential role in the organization will provide nourishment (of the body, mind and spirit) for the elderly residents in a long-term care environment.

The Food Server provides food service to Heritage residents, guests, and employees, as table server, by performing the following duties.

ESSENTIAL DUTIES AND RESPONSIBILITIES include the following. Other duties may be assigned.

- Prepares station/section in dining area for service according to dining room procedures.
- Communicates information about menu selections to residents. Take food orders. Serves food on accordance with the selections made.
- Mediates any resident complaints and requests, when possible, or communicates problems and requests to the Dining Room Supervisor or Food Services Director.
- Maintains a clean and organized work environment. Follows safe serving and food handling procedures.
- Notifies clinic staff of any unplanned resident absences from the dining room.
- Completes daily side-work assignments.
- Prepares trays and delivers to residents when necessary.
- Wears required Heritage uniform. Attends required company and department meetings.
- Other duties as assigned.

QUALIFICATIONS

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.

EDUCATION and/or EXPERIENCE No prior experience or training

LANGUAGE SKILLS English is required.

Must speak English in a manner sufficient to be understood by older people with hearing problems. Ability to read and interpret menu orders and other documents such as safety rules, operating and maintenance instructions, and procedure manuals. Ability to write routine reports.

MATHEMATICAL SKILLS

Ability to add and subtract two digit numbers.

REASONING ABILITY to apply commonsense understanding to carry out instructions furnished in written, oral, or diagram form. Ability to resolve problems related to the work performed.

OTHER QUALIFICATIONS REQUIRED

Servers must be understanding toward older people. Must be polite and exhibit respect toward all Heritage residents, guests, staff, and the public. Must have good personal hygiene.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those encounters while performing the essential functions of this job. Reasonable accommodations may be to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee occasionally works near moving mechanical parts and is occasionally exposed to toxic or caustic chemicals, and hazardous and infectious materials. The noise level in the work environment is usually moderate.