

## BUS PERSON JOB DESCRIPTION

Bus-persons aim to support other team members by cleaning and resetting tables, ensuring the availability of flatware and plates, and bringing guest needs to the attention of waitstaff. They also restock necessary items, such as napkins and straws, and may assist with washing dishes. Suitable candidates should be efficient, attentive, and have strong customer service skills.

### **Bus-person Responsibilities:**

- Work with restaurant staff to create a positive dining experience for guests.
- Greet customers and answer questions.
- Alert servers when tables are in need of attention.
- Clean tables and remove dishes after the customer(s) leave.
- Carry loads of soiled dishes to the dishwasher to be cleaned.
- Ensure availability of clean dishes, flatware, glasses, straws, napkins, and other dining materials.
- Washing dishes if needed.
- Be able to remain focused and on-task during busy hours.
- All tipped staff members must complete a weekly tip claim form. If your last work day falls before Sunday, complete your tip claim on the last day scheduled for that week. A training video for completing your weekly tip claim is also available in the staff files on all iPads.
- Picking up any trash in restroom prior to washing hands and exiting.

### **Bus-person Requirements:**

- Previous restaurant experience preferred, but not necessary.
- Excellent customer service and communication skills.
- Eye for details.
- Ability to lift 20 lbs or more.
- Willing to stand or walk for extended periods.
- Availability to work weekends and holidays.