



JOB TITLE: LEAD / HOST – DJ STEAKHOUSE
DEPARTMENT: FOOD & BEVERAGE
RESPONSIBLE TO: FOOD & BEVERAGE MANAGER

EDUCATION, TRAINING AND EXPERIENCE:

- High school diploma or GED equivalent is preferred;
- Minimum one (1) year restaurant experience preferred;
- Must hold a valid Responsible Vendor Permit and/or Alcohol Beverage Control card;
- Ability to read and write simple instructions;
- Maintain and generate outstanding customer service skills;
- Knowledge of Alcohol Beverage Control laws, health regulations, and PPE (Personal Protective Equipment);
- Ability to walk and stand for long periods of time;
- Ability to perform assigned duties as a Lead and/or Host under frequent time pressures and in an interruptive environment; and
- Ability to work irregular work schedules and maintain an upbeat attitude.

ESSENTIAL JOB FUNCTION:

- Responsible for acknowledging guests in a friendly and timely manner;
- Maintain a pleasant, friendly, and welcoming attitude at all times;
- Answering phone, greeting customers, and keeping track of seat availability in restaurant;
- Give instructions to and assist bussers and/or wait staff when and if necessary;
- Ensure all Servers perform duties within prescribed sequence of service guidelines;
- Responsible for cleaning host area and instruct bussers and servers in performing their duties as assigned and/or requested;
- Ensure the safety and security of team members and customers;
- Have complete knowledge of all events and promotional activities and facilities available to guests;
- Perform all other incidental and related duties as required and/or assigned.