

Host Job Description

The Gypsy's Truckstaurant is a fun environment where the staff and customers feel like family. The Host will:

- Greet incoming and departing Guests warmly with a genuine smile and eye contact; escort them to assigned dining area; present menus; announce waiter's name
- Inform Guest of current promotion and who will be serving them to ensure a smooth handoff to the service staff
- Oversee service guiding the staff to the highest level of customer service
- Support servers as needed
- Interact and support all special event personnel on designated dates
- Proactively hold the vision of the overall running of the restaurant during service hours
- Answer incoming calls to the restaurant and provide appropriate service
- Input all online orders from multiple platforms
- Manage the flow of Guests into the Dining and Bar areas, provide accurate wait times to incoming Guests if appropriate
- Tend to special Guest needs and requests
- Observant to Guests' needs throughout dining experience to ensure they receive high quality service (i.e. notice a drink refill is needed while seating another Guest and ensuring the drink is refilled prior to getting back to the door).
- Protect establishment and patrons by adhering to sanitation, safety and alcohol control policies
- Help dining room staff by setting and clearing tables; replenishing water; serving beverages
- Issue dining charges by verifying orders; calculating taxes; totaling bill for to-go orders
- Receive payments by validating credit charges; approving checks; accepting currency; calculating and issuing change for ToGo orders
- Reconcile cash drawer by proving cash transactions; listing checks and credit card charges for to-go orders
- Participate in the overall positive environment of the restaurant.

A successful candidate will have experience:

- Developing constructive working and interpersonal relationships with colleagues and customers
- Embracing new ideas and training in alignment with established policies and procedures
- Operating a cash register and any ordering information system
- As a critical thinker, communicator and problem-solver
- In the ability to perform calmly under pressure
- Being a team player with great interpersonal and communication skills
- With time-management skills, active listening
- In a customer-centric environment.

Pay rate:

\$12 - \$14 per hour

To apply, send an email to Ken Skrzysz, General Manager at info@gypsystruckstaurant.com with the following information:

Name

Cell Number

Email Address

The Title of the Position

A paragraph describing how your experience makes you a good candidate for the position.