

The Nickel

Position Description

Position: Food Runner/Nickel Support	Department: Food and Beverage
Status: Non-Exempt	Reports to: Food and Beverage Management

Position Summary:

The Support position take responsibility for the cleanliness and overall appearance of the dining area of a restaurant. Support job duties generally include clearing off and sanitizing tables for the next group of customers, disposing of trash and other waste, and keeping the restaurant stocked with adequate supplies, such as plates, glasses, silverware, and napkins. In many establishments, the support may be asked to fulfill a number of additional duties. Support staff often help cooks, servers, dishwashers, and bartenders perform small tasks as needed.

Essential Functions of the Job:

Table-Clearing

- Clearing tables after patrons have left the restaurant is one of the main duties of bussers. Clean tables, remove dirty dishes, replace soiled table linens; set tables; replenish supply of clean linens, silverware, glassware, and dishes; supply service bar with food; and serve items such as water, condiments, and coffee to patrons. After picking up dishes and silverware, bussers usually dump them in a tub or carrying box. Bussers fold tablecloths and napkins and place them on the table.

Dishes and Restocking

- Once the table is clear, bussers clear food and trash from the dishes. They separate the dishes, cups and silverware into stacks. Once stacked, bussers take the items to the dishwasher for cleaning. Upper-body strength is needed to carry dishes from the front to the back. Bussers can be required to bus 2-3 tables at a time. Bussers then restock clean dishes on the shelf and return clean dishes to tables. They also make sure that all condiment stands are filled throughout their shift. They fill salt and pepper shakers and cream dispensers.

Cleaning

- At the beginning and end of their shifts, bussers are required to help clean the restaurant. They empty garbage bins, wipe down counters, sweep floors, and mop designated areas. They also vacuum carpet, pick up trash outside, and wipe down windows. Bussers restock their station with equipment and take soiled linen to the laundry area.

Physical Requirements:

- Ability to carry heavy loads such as trays (40 pounds)
- Ability to pull heavy loads (300 pounds)
- Standing, bending, and stooping required.

Education, Experience, Skills:

- High school diploma or equivalent
- 2 years related experience preferred
- Basic knowledge of food, wine, and cooking methods
- Good command of English language
- Ability to work with people
- Neat appearance

Employee's Signature _____ Date _____

Manager's Signature _____ Date _____

HR Initials _____