

**WORTHINGTON COUNTRY CLUB  
JOB DESCRIPTION**

<b>JOB TITLE</b>	Busser
<b>DEPARTMENT</b>	Food and Beverage
<b>REPORTS TO</b>	Assistant Food and Beverage Manager
<b>SUPERVISES</b>	N/A
<b>FLSA CLASSIFICATION</b>	Non-exempt

<b>GENERAL OVERVIEW</b>
Responsible for keeping the dining areas clean and the set up of the dining facilities

<b>RESPONSIBILITIES</b>
<ul style="list-style-type: none"><li>▪ Works alongside servers to assist them as needed</li><li>▪ Sets up buffets and dining facilities</li><li>▪ Breaks down buffets and moves tables</li><li>▪ Re-sets tables</li><li>▪ Works with host/hostess to make sure tables are ready for next seating</li><li>▪ Assists managers as needed</li><li>▪ Takes linen bags out at night</li><li>▪ Keeps back of the house clean of debris and clutter</li></ul>

<b>WORK EXPERIENCE/QUALIFICATIONS</b>
<ul style="list-style-type: none"><li>▪ Understanding of basic restaurant operations</li><li>▪ Ability to work effectively on own</li><li>▪ Good interpersonal skills</li><li>▪ Ability to speak and understand a sufficient level of English to provide customer service</li></ul>

<b>EDUCATION/CERTIFICATION REQUIREMENTS</b>
None

This job description is not meant to be all inclusive. Employees may perform other related duties to meet on-going needs of the organization.

**Receipt / Acknowledgement**

I have received a copy of my job description and have read or had it read to me. If I have any questions regarding this job description, I understand that it is my responsibility to ask my immediate supervisor or other member of management about them.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Employee Name Printed

**WORTHINGTON COUNTRY CLUB  
JOB DESCRIPTION**

**To Supervisor:** Following the employee's signature, place a copy in the employee's personnel file.