

F&B Hostess/餐饮服务员

Job Descriptions

1. Outlet Service
2. Good command food product and menu knowledge.
3. Good knowledge & understanding of Food Preparation Standard & Procedure.
4. Good beverage knowledge
5. Provide Advice on menu
6. Assist in beverage service
7. Prepare for Functions and Service
8. Assist in the Outlet Operations During Assigned Shifts
9. Assist in preparing Outlet for Service
10. Guest Service/ Relations
11. Sell and Promote Products and Services
12. Attend all kinds of hotel trainings
13. Maintain a safe and Secure Working environment
14. Be aware of duty of care, and adhere to occupational health and safety legislation, policies and procedures

Qualifications Required

- Willing to work in hospitality industry
- Has the experience in the same capability
- Well groomed presented cheerful and out going personality
- Good communication skills

工作职责:

1. 服务客人
2. 掌握菜单知识及酒水单知识
3. 建议点单
4. 餐前准备工作及完成主管分配任务
5. 对客关系
6. 菜品及酒水销售
7. 参加酒店培训
8. 维护安全的工作环境
9. 强调保养职责，遵守工作区健康和法规、政策和程序

要求:

- 愿意从事服务行业
- 有相等工作经验
- 良好的形象及个人展示能力，性格外向
- 良好的沟通能力