

JOB POSTING REQUEST FORM

Job Details

Reference #	CP-405-2021
Company Name	Moulin d'or
Industry	Bakery, pastry and restaurant
Vacancy	Restaurant Hostess
Job Type (<i>FT, PT, Contractual, Seasonal</i>)	FT
Major(s)	Marketing & PR oriented
Degree	High school diploma
Years of Experience	1-3 years of experience in a similar position
Location	Zouk Mosbeh –head office
Remuneration & Benefits	
Tasks & Responsibilities	<ul style="list-style-type: none"> • Greeting incoming and departing Guests warmly with a genuine smile and eye contact; • Seating guests in either the bar or dining area depending on their preference. • Informing guests of current promotion and who will be serving them to ensure a smooth handoff to the service staff • Answering incoming calls to the restaurant and providing appropriate service. • Managing the flow of Guests into the Dining and Bar areas, provide accurate wait times to incoming Guests if appropriate. • Initiating and developing a healthy relationship with the customers; • Observing guests' needs throughout dining experience to ensure they receive high quality service. • Connecting directly with customers based on strong PR and positive approach; • Abiding by the food safety and hygiene standards in the dining area; • Being perfectly groomed and tidy with appropriate personal hygiene.

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- Directing requests and unresolved issues to the designated resource;
- Contributing to team effort by accomplishing the various tasks to include but not limited to:
 - Helping dining room staff by setting and clearing tables; replenishing water; serving beverages.
 - Receiving payments
 - Taking orders from customers in a proper manner;