



**Position:** Server

**Apply in person to 125 E. Palace Avenue, Santa Fe between the hours of 9:30 am & 11 am and 2 pm & 5 pm**

**Company Overview:** La Casa Sena has proudly been a local and visitor favorite in Santa Fe, New Mexico for over 30 years. We feature New American West cuisine, inspired by New Mexican influences and seasonal ingredients. We offer an award-winning wine list and a spectacular patio and outdoor bar.

**Position Summary:** La Casa Sena is seeking candidates who are dedicated to providing the highest standards of service to our guests. Our Servers must be comfortable in a fast paced environment. Dinner and cocktail servers will need a high level of food and wine knowledge.

**Compensation:** The Server position is an hourly at \$2.13 per hour plus gratuity

#### **Essential Functions & Responsibilities**

- Ability to provide superior customer service and communicate well with guests
- Maintain professional restaurant image, including superior sanitation and cleanliness controls
- Ability to help guests select food and beverages by presenting menu, offering cocktails or other beverages, explaining menu items and answering preparation and ingredient questions
- Ability to learn an extensive wine list and describe wines for our guests
- Transmit orders to the bar and kitchen correctly
- Serve orders by picking up and delivering quickly, including condiments and other accompaniments as needed
- Respond to any additional requests, refill beverages, be alert to guest's spills or other special needs throughout the meal
- Upsell bottled water, desserts, espresso/cappuccino, bottles of wine
- Maintain table setting by removing courses as completed
- Issue bill, accept payment, return change or credit cards and signature slip to guest
- Work with a diverse set of co-workers as a cohesive team
- Possess a thorough knowledge of Federal and New Mexico laws and requirements for alcohol and food service
- Attend all mandatory in-house trainings including Alcohol Service and Harassment

#### **Qualifications & Characteristics:**

- Must be 21 years or older
- Impeccable integrity, honesty and trustworthiness
- Proficiency in the following restaurant functions: sequence of service, alcohol service and drink preparation, sanitation, company policies and procedures.
- Computer proficiency and technical aptitude with the ability to use POS systems
- Excellent verbal and written communication skills, including the skills necessary to deal tactfully and professionally with customers, other employees, corporate and restaurant management
- Strong organizational and time management skills.

#### **Working Conditions**

- Hours may vary and you must have flexible availability to work nights, weekends and holidays.
- While performing the responsibilities of this job, the employee is regularly required to stand for long periods, walk, reach with arms and perform repetitive hand and wrist motions. The position also requires bending, twisting, and lifting up to twenty (20) pounds
- Regularly required to handle food and hot beverages and use hazardous equipment

#### **Education & Experience:**

- High School diploma or equivalent required
- 3+ years of experience in a fine dining/fast casual setting
- Appropriate Alcohol server permit within thirty days of hire

**La Casa Sena is an Equal Opportunity Employer**

This is not intended to be a detailed description of all tasks and job requirements. The job description is subject to change and other duties may be added or assigned at any time. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions