



Human Resources Department

Job Opportunities

Title: Wendell's Hostess
Department: Food & Beverage
Opening Date: May 21, 2009
Closing Date: Until Filled
Gaming License Required: No
Positions Available: 1 Seasonal
Pay Rate: 10.00
Shift: Varies

Job Summary: The Restaurant Greeter provides a cordial greeting and prompt seating of our guest / customer as it is the primary duties and responsibilities of a team member in this position and the expectation of our guest / customer. You are the first and last team member that the guest will have contact with, therefore you should always conduct yourself in a professional manner. Works with fellow team members to provide and maintain a clean, safe, organized and inviting Restaurant environment to satisfy all. Responsible for shift opening work such as opening paperwork, station check prior to providing service to guest and environment check to ensure cleanliness, safety and accommodation of the guest. Host is to familiarize oneself with server stations to provide efficient service to the guest and ensure fair and equal rotation of stations for server team members. As well as to keep overflow to a minimum and always monitoring service flow. Is capable of doing such paperwork as taking reservations, taking and documenting Restaurant Log Book worthy information and possessing knowledge of specials / 86'd items. Familiarizes oneself with table setup and reset to ensure guest(s) is seated at a clean, serviced table. Performs job in such a manner that reflects the guest being the most important person in the Restaurant, thus making the guest their first priority and responsibility. Familiar with shift closure responsibilities and compliance to such responsibilities. Readily available and willing to assist the Shift Supervisor upon request. Is able to fill in as a server and / or busser team member when needed.

Job Qualifications: Knowledge of, or willingness to learn, about the property and surrounding areas. Ability to work under pressure and in stressful situations. Must have good organizational skills. Must be dependable, reliable and able to work well with Restaurant and fellow team members. Must possess outstanding communication skills and have a positive, dynamic and outgoing personality, must have a pleasant and professional speaking voice. Mescalero Apache Tribal preference; bicultural experience preferred. Knowledge of computers in order to quickly learn and operate MICROS POS systems.

Mescalero Apache Tribal Preference. Bi-cultural experience preferred.

Applications/Resumes must be submitted to the Human Resources Center located on the 5th Floor, East end of the Inn. Applications/Resumes may be submitted via Fax at 505-464-7310. For more information contact the center at 505-464-7329.

"Best All Season Resort Destination in the Southwest".