



## Human Resources Department

### Job Opportunities

**Title: Nations Cashier/Host**  
**Department: Food & Beverage**  
**Opening Date: January 26, 2010**  
**Closing Date: January 28, 2010**  
**Gaming License Required: No**  
**Positions Available: 1 Full-Time**  
**Pay Rate: 10.00**  
**Shift: Varies**

**Job Summary:** Welcomes guests by providing a cordial greeting and prompt seating. Processes all restaurant payments through cash, vouchers and other authorized forms of payment. Answers telephone and takes reservations as necessary. Assists guest with needs such as information about the resort or town; Maintains cleanliness of reception area, menus and cashier desk. 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. 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.

**Job Qualifications:** High School Diploma or General Educational Developmental (GED) Certificate; or six months to one year job-related experience and/or training; or equivalent combination of education and experience may be substituted.

**Mescalero Apache Tribal Preference. Bi-cultural experience preferred.**

Applications/Resumes must be submitted to the Human Resources Center located on the 5<sup>th</sup> 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".**