

# VIRGINIA BEACH FIELD HOUSE

## Job Description



<b>Job Title</b>	Cashier
<b>Department</b>	Food and Beverage
<b>Location</b>	Virginia Beach, VA
<b>Reports to</b>	Front House Supervisor

Level	Type of position:	Travel	Amount Required:
	<input type="checkbox"/> Full-time <input checked="" type="checkbox"/> Part-time <input type="checkbox"/> Seasonal <input type="checkbox"/> Temporary		<input checked="" type="checkbox"/> None <input type="checkbox"/> Minimal <input type="checkbox"/> 25%-50% <input type="checkbox"/> 50% or more
Grade	<input type="checkbox"/> Exempt <input checked="" type="checkbox"/> Nonexempt		

### JOB DESCRIPTION

The Cashier is responsible for providing guest service, receiving and processing payments, and serving food and beverages in a timely manner. The Cashier reports to the Front of the House Supervisor.

### RESPONSIBILITIES

- Operate cash register and Point of Sale System
- Provide excellent guest service
- Serve food and beverages in a timely manner
- Open and close the Front of the House
- Clean and maintain the Front of the House
- Clean and maintain the lounge area
- Adhere to all local, state, and federal regulations related to alcohol license
- Organize, stock, and control inventory
- Cater special events
- Communicate with managers regarding Front of the House issues
- Complete special projects and daily assignments as directed by the Front of the House Supervisor

### REQUIREMENTS

- Must have strong guest service skills
- Ability to maintain focus in a high-volume, fast-paced environment
- Ability to multi-task
- Must be a team player
- Must have basic mathematical skills
- Must be at least twenty-one (21) years old
- Must have a Food handlers Certification
- Must be able to work irregular shifts to include, nights, weekends, and holidays as needed

#### Physical Requirements

- Must be able to carry, lift, kneel, reach, squat, stand, and/or walk for the duration of the shift (8 or more hours)

**WAGE RANGE**

\$7.25-\$8.75

Revised 3/26/14

I \_\_\_\_\_ (Employee's Name), hereby certify that I understand and agree to abide by the terms and conditions of my employment as set forth in this agreement.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Manager (Print Name)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Manager's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Human resources

\_\_\_\_\_  
Human Resources Signature

\_\_\_\_\_  
Date