



## JOB POSTING

### Position Title: Server

**Job Location:** Covered Bridge Golf Club in Sellersburg, IN  
**Start Date:** Immediately  
**Send Applications to:** [Aglesing@kempersports.com](mailto:Aglesing@kempersports.com)

#### **Property Description:**

Located in beautiful Southern Indiana and less than 20 minutes from downtown Louisville, KY, Covered Bridge is the premier daily fee golf course in the region. The Club is in a fast-growing upscale community and hosts golf, golf outings, weddings, meetings, and events.

#### **Position Summary:**

Greets and serves food and/or beverages to patrons.

#### **Essential Duties and Responsibilities:**

- Provide immediate attention to all members/guests upon seating, greet warmly and distribute menus.
- If local water conservation laws permit, fill glasses with ice water while guests decide upon order; answer questions and suggest menu items.
- Take member/guest food and/or drink orders.
- Turn orders into kitchen; inform cooks about any special cooking instructions.
- Assemble food on tray; procure items from each station, as necessary.
- Serve meal; place dishes by courses in front of each person; serve from left of the person.
- Check back to ensure member/guest satisfaction; replenish water and butter, as necessary.
- Remove soiled dishes as guests finished.
- Suggest and serve dessert, coffee, and drinks after dinner.
- Handle all cash and credit cards as applicable from guest/member charges as prescribed by standard operating procedures.
- Keep tables, dining room and bus station clean and tidy.
- Advises supervisor of any complaints as soon as they occur.
- Performs side work, clean-up and closing duties as assigned.
- Attend pre-meal meetings as requested.
- Perform other duties as appropriate.

#### **Qualifications:**

- High school preferred.
- 1 year server experience preferred.
- Demonstrated quality written, verbal, and interpersonal communication skills.
- Ability to analyze and solve problems; efficiently handle multiple duties under pressure with minimal supervision; work flexible hours as required including nights/weekends.
- Positive attitude, professional manner, and appearance in all situations.



**Classification:**

Part-time or Full-time, Seasonal or Non-Seasonal, Hourly, Non-Exempt

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