



The Royal and Ancient Golf Club of St Andrews
Fife, Scotland, KY16 9JD

Job Title:	Food & Beverage Server
Department:	Food and Beverage
Reporting To:	Dining Manager
Duration of Post:	Permanent/Casual/Fixed Term
Start Date:	TBC/Date
Version	V2 27.08.2024

Job Purpose

To provide an efficient food and beverage service to the Clubs members, and to ensure that the Club's dining and bar facilities are presented ready for service.

To welcome members, their guests and visitors and provide a world class service in line with The Clubs expectations and objectives.

Key Accountabilities

- To deliver quality service to members, their guests and visitors, ensuring The Club values and expectations are demonstrated at all times.
- Taking accurate reservations for dining and drinks services.
- Ensuring daily events sheets are followed.
- Preparing and setting up dining and bar facilities as requested by management, and ensuring layout of all bar and dining areas is set to desired standard.
- Ensure that all food and drinks served are recorded through the EPOS tills and that the correct monies are collected, and members swipe card is obtained.
- Keep an up to date and comprehensive knowledge of the food and beverage menus, dietary alternatives, and daily specials, ensuring correct information is communicated and recommended to members, guests and visitors at all times.
- Ensuring all equipment is cleaned/polished and ready for service.
- To support with cashing up the EPOS system after service
- To be involved in preparation and service for functions, tournaments and meetings
- Any other duties required.



The Royal and Ancient Golf Club of St Andrews
Fife, Scotland, KY16 9JD

Expertise

- Scottish National 5 qualifications, or equivalent, in English and Maths.
- Experience of working in a restaurant environment.
- Experience in delivering excellent levels of customer service.
- Excellent communication skills, with members of your team and members.

This job description is written as an indication of the nature and scope of duties and responsibilities. It is not intended as a fully descriptive or definitive list and jobholders will be expected to carry out other duties assigned which are appropriate to the position.