



(907) 586-4146

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www.silverbowinn.com

inn • bakery • restaurant • catering • cinema

POSITION:

Catering

PURPOSE OF POSITION:

Under direction from catering manager, performs all tasks necessary to cater to any client.

DUTIES/RESPONSIBILITIES:

Responsible for executing catering events in a professional and timely manner.

Responsible for cleaning and organizing catering storage at Silverbow.

KNOWLEDGE AND REQUIREMENTS:

General knowledge of catering and commercial kitchen operations is preferred, but not required.

Must be able to present self in a pleasant manner.

Must be able to function under limited supervision and in fast-paced environments.

Able to communicate verbally, and understand and follow written and verbal instructions.

WORKING CONDITIONS:

Silverbow Inn, 120 2nd Street

May be expected to work in various locations.

ASSIGNMENT/APPROVAL OF WORK:

Receives direction and approval from catering manager.

RESPONSIBILITY/ACCOUNTABILITY:

Directly impacts client's views of the Silverbow catering.