



Café Server – The Assemblage NoMad

Company Name: The Assemblage

Location: 114 East 25th St

Department: Food and Beverage

Employment Type: Full- Time

Job Title: Café Server

Reporting structure: F&B Management

WHO WE ARE

The Assemblage is a collaborative space and home for a community of individuals who believe the world is on the verge of a collective conscious evolution; transitioning from a society defined by the delusion of individualism and separation into one of mutual interconnectedness. We aim to be at the intersection of capital, technology, and consciousness.

Ultimately, we are a community, with homes both tangible and cultural. The Assemblage NoMad and The Assemblage John St are the first physical manifestations of this community, providing social, co-working, co-living as well as program & event spaces where our members can develop themselves professionally and personally.

We are extremely passionate about our project, our mission and our ethos. We seek candidates who can bring their unique perspective to this distinctive opportunity.

www.theassemblage.com

Kokua Hospitality is a national hotel and resort management company affiliated with The Chartres Lodging Group. With home bases in San Francisco and Chicago, we manage properties throughout Hawaii, Napa, San Francisco, Chicago, Austin, and New York City. The word “kokua” is Hawaiian for “to serve, assist, cooperate and pursue knowledge.” Kokua Hospitality manages operations for The Assemblage and is facilitating the creation and development of this unique community.

www.kokuahospitality.com

CAFÉ SERVER MISSION STATEMENT

The Café Server is responsible for exceeding our members' expectations by providing them with the highest level of consistent, professional, warm and individualized service. The Café Server will be responsible for the service and execution of both the communal spread and the evening plate offerings. They will have a detailed understanding of ingredients, allergies, and basic philosophies of Ayurveda in order to communicate with members and respond to their needs. This position is responsible for the cleanliness, maintenance, and refills of beverage and food.

ESSENTIAL RESPONSIBILITIES

- Provide the highest quality service to members at all times, by instilling The Assemblage philosophy
- Provide exemplary service to all members by applying knowledge of service and the food and beverage menus.
- As necessary, perform the duties of a runner, busser, back waiter & front waiter
- Carry, set up, maintain, restock, and break down all communal offerings
- Carry and properly present or set up ordered menu options throughout the building including but not limited to tables, bar area, café, lounge area, conference rooms, and offices
- Maintain a clean, sanitary, and safe environment for all
- Adhere to company and location specific policies and procedures
- Clearing and setting tables according to standards
- Check with members to ensure that they are enjoying their experience and meals.
- Respond proactively to any guest's requests and communicating them to management
- Execute daily side-work with enthusiasm and motivation
- Promote teamwork by creating a positive work environment
- Follow direction from the Chef and Management, assisting both the Operations and F&B teams
- Other duties as required

QUALIFICATIONS

- Experience or interest in Ayurveda, holistic food, and providing exceptional customer service
- High School Diploma or equivalent
- Proficient in all aspects of serving, back waiting and running
- Attention to detail and ability to meet deadlines
- Possess a proven track record for guest satisfaction
- Must have advanced verbal and intermediate written English communication skills
- Two years hospitality/F&B experience preferred
- Available to work late nights, evenings, holidays and long days as necessary

- Knowledge of food and beverage as well as a passion to cultivate this skill
- Displays a confident and professional appearance and meets company grooming standards
- This position requires continuous standing, full mobility, lifting and carrying up to 50 pounds, and on occasion up to 70 pounds

BENEFITS

- Paid holidays and personal time off (PTO)
- Excellent benefits upon your second month of employment including medical, dental, vision, EAP, and 401K
- Technology and expense reimbursements
- The Assemblage Membership program

EQUAL OPPORTUNITY STATEMENT

The following statement, with respect to Equal Employment Opportunity, confirms and continues our established position: The Assemblage operated by Kokua Hospitality is an equal opportunity employer. Kokua does not discriminate on the basis of race, color, age, sex, religion, ancestry, national origin, mental or physical disability, marital status, military status, sexual orientation, or any other characteristic protected by law.

UD 01.09.2018 ET