

Awesome Host/Hostess wanted to join our new team! [Part time]

Family owned and operated restaurant, whose focus is on fine Italian dining with a creative flair.

1. Competitive pay
2. Retention bonuses
3. In-house training
4. Flexible hours
5. Team-oriented
6. Advancement encouraged

Same great Master Chef and Owner, New Management, Family Atmosphere

Host

As a host/hostess you will be responsible for greeting and seating all customers to maximize dining room space and waitstaff effectiveness. You will be able to use electronic reservation system to track customers reservations. Additionally, you will be responsible for maintaining the host/hostess station with a clean appearance and assist in replenishing menus and paper in the bathrooms, as well as participating in bussing and disinfecting tables.

You will be able to answer a multi-line office telephone and have a keen attention to detail to track guest reservations. You will have excellent customer service skills with a friendly and outgoing personality.

Responsibilities:

- Answer the phone and input customer reservations into the computer
- Greet all customers as they enter the restaurant
- Seat customers according to the established plan that ensures all waitstaff gets filled tables
- Keep front desk and waiting area clean
- Ensure menus are disinfected and stocked
- Refill paper products in bathrooms, as needed
- Help waitstaff by getting water for customers and bussing tables, as needed

Qualifications for Host/Hostess

- Able to answer a multi-line office telephone
- Keen attention to detail in order to track guest reservations
- Excellent customer service skills
- Friendly and outgoing personality
- Follow appropriate food safety guidelines
- Able to work a variety of shifts
- Able to stand for long periods of time

COVID-19 Precautions:

- Personal protective equipment provided
- Temperature screenings
- Social distancing guidelines in place
- Sanitizing, disinfecting, and cleaning procedures in place
- PA Certified Covid-Compliant Restaurant

*Trattoria 903 is an equal opportunity employer.
We celebrate diversity and are committed to
creating an inclusive and positive environment
that provides genuine hospitality, respect, and teamwork.*