



Employment Opportunity

Last Oak Golf and Country Club is seeking an innovative, dynamic, self-motivated, and qualified individual who possesses leadership and procurement skills for the following position:

POSITION: Restaurant Waitress/Waiter (2)
CLASSIFICATION: Seasonal

JOB SUMMARY: The Clubhouse Waitress will be directly supervised by the General Manager. He/She shall be responsible for serving customers, operating the cash register, preparing and compiling cash sheets as well as reconciling daily sales reports in an accurate manner. Other duties will include general clean up of the cash register area, assist in maintain inventory, and any other duties in accordance to the rules and regulations of the Last Oak Golf and Country Club.

QUALIFICATIONS:

- The Waitress/Waiters must possess a general knowledge of the food industry; customer service training would be an asset.
- Should have a minimum of Grade 12 or equivalent practical experience in operating a cash register in any retail environment.
- Must be willing and able to work a six (6) to eight (8) hour shift within a five (5) day work week, including weekends and be on-call for tournaments and unscheduled absences and emergencies.
- Must have excellent communication skills to deal effectively both in writing and orally with their Supervisor, fellow employees and especially the customers.
- Must be able to work with minimal supervision and possess excellent time management skills. Must possess the ability to deal with customers and vendors in a business like manner.
- Must possess the ability to take direction, and work together to promote a team environment.
- Must be willing to follow the procedures, practices and policies of the Golf Course and/or Band.
- Must have the knowledge and ability to operate a cash register and perform mathematical equations to reconcile daily sales reports.
- Must be prompt and accurate when compiling tasks.
- Must be well organized, punctual, dependable, and reliable and ensure that confidential matters remain confidential.
- Must be willing to follow Dress Code.
- Must submit a criminal record check along with resume.
- Must have their Safe Food Handling Course Certificate or be willing to take the training.

FORWARD resumes with three (3) **REFERENCES** to the following:

Human Resource Manager
Cowessess First Nation
P.O. Box 100
Cowessess, Saskatchewan S0G 5L0
Tel: (306) 696-2520/Fax: (306) 696-2767
human.resource@cowessessfn.com

DEADLINE for resumes shall be **NOT LATER** than:
4:30 p.m. APRIL 19, 2019

Only those selected for an interview will be contacted.