



Under the direction of the Food and Beverage Manager, the Porter plays a key role in ensuring inventory and supplies are at the right place at the right time. The Porters clients are those working in Concession, Beverage Services, Catering and Banquets. Our guest experience is influenced by our teams ability to deliver superior service and quality food and drink. The Porter sets up the team to meet and exceed expectations by ensuring timely and complete delivery of required items to correct locations in the park.

ESSENTIAL DUTIES AND RESPONSIBILITIES

Under the direction of the Food and Beverage Manager, the Food and Beverage Porter is responsible for but not limited to, the following duties:

- Responsible for supporting the teams ability to delivery a great guest experience by ensuring that the execution of transport and delivery of goods and supplies with the highest care and attention to details
- Receiving, storing and delivering meeting materials. Stock and organize supply carts with designated materials and equipment, transporting to assigned function area
- Responsible for the proper care, movement and storage of some equipment
- Transport any food and beverage trays/items in public areas to service areas
- Transport equipment as necessary (food warmers, grills, linens, plate ware, glassware, etc.)
- Maintain complete knowledge of daily scheduled group functions—times, locations, amount of people, location of all function space and names of rooms, all styles of meeting and Banquet room setting and all safety guidelines
- Ensures equipment is stored in pre-designated areas in a safe and organized manner
- Help take trolleys full of dirty dishes to kitchen area
- Performs any other duties as required by management to ensure client service

CORE COMPETENCIES

- Results Focus - paying attention to detail, knowing what results are important and focusing efforts to achieve them
- Customer Focus - understanding and meeting or exceeding customer needs
- Teamwork - working cooperatively and productively to get the job done
- Communication - able to communicate effectively and maintain positive relationships with employees and customers
- Reliability and Dependability - being reliable, responsible, and dependable to ensure the work gets done in a timely manner
- Adaptability - being able to adapt to changes in the workplace
- Problem Solving Skills - ability to problem solve and identify solutions to address customer issues and needs

PHYSICAL DEMANDS & WORK ENVIRONMENT

- Ability to stand for long periods of time



- Must to able to work evening and weekends as per events
- Mostly working inside, occasionally working outside and occasional exposure to noise
- Occasional environmental exposures to cold, heat and water
- Must be able to transport up to 15-20 pounds regularly. Occasional lifting up to 40 pounds

EXPERIENCE & QUALIFICATIONS

- Previous serving experience in the Hotel and/or Restaurant industry is an asset
- Posses good interpersonal skills
- Ability to follow directions and work with minimum supervision
- Ability to work well under pressure in a fast-paced environment
- Strong team work attitude
- Ability to lift up to 50 pounds
- Ability to work on your feet for several hours and a fast pace environment

AFFILIATIONS

Member of Westerner Employees Association

Rate of Pay

\$15.00

TO APPLY

Please email your Cover Letter and Resume to Human Resources with your name and the name of the position you are applying for in the subject line to

HR@westernerpark.ca

This job description is not intended to be all inclusive. Personnel may perform other related duties as requested to meet the ongoing needs of the organization.