

SERVER / BUSSER

OPENING CHECKLIST

<i>DUTIES:</i>
Sweep/Mop floor as needed
Clean windows/window sills as needed
Wipe down all tables + chairs
Set tables with standard tabletop items; make sure these items are clean and properly filled
Stock MAIN service station: clean glassware
Stock MAIN service station: Ketchup ramekins tray
Stock MAIN service station: silverware
Stock MAIN service station:
Stock walk-in with chilled-condiments ramekin tray
AM SHIFT: add maple syrup ramekins (small count)
Fill water jugs and place at bar service station
Set up sanitizer bucket and strip check
AM SHIFT: set up coffee press
AM SHIFT: stock creamers in walk-in
Check all menus for needed replacement and wipe down as needed

<i>SIDEWORK:</i>
Fold Napkins! There will always be a need for more!
Polish silverware
Polish water glassware
Run bus bins to dishwasher station
Fill water jugs