

P O S I T I O N D E S C R I P T I O N

Position Title: UT Snack Steward (Runners)
Department: **Sub-Department:**
Reports To: Head Waiter, Restaurant Manager, Buffet Manager
Direct Reports: N/A

Position Summary

The UT Snack Steward provides friendly and professional service in the Buffet Area or wherever assigned.

Essential Duties and Responsibilities

Operational

- Maintain assigned a station in the buffet restaurant.
- Replenish food and beverage in the buffet line promptly.
- Welcome guests sitting in assigned section, taking care of their requests and promptly emptying and cleaning dirty tables, ready to invite the next guests.
- Report for duty at assigned times.
- Maintain cleanliness of assigned work area, following Shipsan and the United States Public Health rules and regulations.
- Assist with the transportation of necessary stock from the main store to the buffet area.
- Attend all necessary meetings and training to develop necessary skills and prepare for possible future promotion.

Training & Development

- Attend all meetings, training activities or classes related to assigned position as required.

Financial

- N/A

Safety Responsibilities

- Maintain a safe and sanitary environment for all guests and crew members.
- Follow proper procedures and instructions at all times to prevent damage of any kind to ship or company property.
- Know and comply with Shipsan, the European sanitation program, and United States Public Health rules and regulations pertaining to assigned working area.
- Participate in safety drills as required.
- Comply with Marella Cruises' Safety and Pollution Prevention Program
- Comply with Marella Cruises' Operating Procedures Resources.

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Other Duties and Responsibilities

- As assigned

Qualifications

Knowledge, experience, skill, and/or ability

Required

- Fluent in written and spoken English,
- Must be able to communicate effectively with the senior management.
- Ability to lead and make decisions.
- Good administrative skills.
- Experienced in coaching subordinates.
- Must be cost and quality conscious.
- Must adhere to specific scheduled work hours, yet be flexible if circumstances require it.
- Work with international team members.
- Perform assigned duties under pressure (time constraints).

Preferred

- Fluency in additional language(s)

Required computer skills

- N/A

Education/experience/certifications

- High School education or better.
- Minimum of five years food related experience and/or training.
- Equivalent combination of education and experience.

Other Skills:

- Knowledge of general office practices, procedures and equipment.
- Ability to prioritize tasks and work independently.
- Strong organizational, interpersonal and communication skills.
- Ability to interact with senior-level management and owner representatives.
- Maintain positive attitude at all times.
- Flexible, punctual, and a team player.
- Well-groomed and neat appearance.
- Outgoing personality.
- Ability to perform under pressure.
- Ability to work with international team.

Math Ability:

- Able to add, subtract, multiply and divide in all units of measure using whole numbers, common fractions, and decimals.

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Reasoning Ability:

- Ability to apply common sense understanding to carry out instructions furnished in written, oral, or diagram form.
- Ability to deal with problems involving several concrete variables in standardized situations.

Work Environment & Physical Demands:

- The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions for this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.
- While performing the duties of this job the employee is regularly required to
 - Stand
 - Use hands to finger, handle, or feel;
 - Reach with hands and arms;
 - Talk or hear and smell.
- The employee must be able to lift or move up to 55 pounds (25 kilograms) without assistance.

Vision Requirements:

- Ability to adjust focus, depth perception, peripheral vision, distance vision and close vision and to be able to otherwise perform the essential functions of the job in a manner that does not present danger to the employee or others with or without a reasonable accommodation.

I have read and discussed the above and fully understand the description of my job and agree to abide by this description of my duties as outlined before. This Job Description should be considered as guideline and may be adjusted for the smooth operation of the ship's board operation.

Signatures

Assignor's Signature

Assignee's Signature

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