

**Job Description\***

**Job Title** Bus Person/Buffet Stocker

**Department** Food and Beverage

**Reports To** Restaurant Manager

**FLSA Status** Non-Exempt

**JOB SUMMARY**

Stocks buffet, resets tables, keeps dining area clean and presentable. Provides assistance to guests as needed by performing the following duties.

**ESSENTIAL DUTIES AND RESPONSIBILITIES**

1. Ensures compliance with the Port Gamble S’Klallam Tribe of Indians- State of Washington Gaming Compact, Internal Controls, NIGC Regulations and The Point Casino Policies and Procedures.
2. Prepares dining room for use, cleans away used tableware and sets tables for further use.
3. Replenishes all buffet items as needed and ensures the buffet area is clean and appealing.
4. Refills salt and pepper shakers, folds napkins and all other related supplies.
5. Stocks dishes and glasses as required.
6. Ensures floor and carpets in restaurant are kept clean as needed during shift.
7. Serves water, coffee, bread and food as required.
8. Promotes positive public relations.
9. Performs all other related and compatible duties as assigned.

**QUALIFICATION REQUIREMENTS**

1. Class II Gaming License issued by the Port Gamble S’Klallam Gaming Commission
2. current Washington State Food Handler's Permit
3. Preferred Class 13 Alcohol server permit.

**PHYSICAL REQUIREMENTS**

1. Frequently exerting up to fifty pounds of force and/or a negligible amount of force to lift, carry, push, pull, or otherwise move objects, including the human body.
2. Involves heavy lifting. Exerting up to 25 pounds of force.
3. Frequently involves standing for sustained periods of time.
4. Occasionally requires crouching.
5. Often requires walking or moving about to accomplish tasks.
6. Constantly requires working with fingers rather than with the whole hand or arm.
7. Constantly requires the ability to receive detailed information through oral communication, and to make fine discrimination in sound.
8. Constantly requires verbally expressing or exchanging ideas or important instructions accurately, loudly, or quickly.
9. Occasionally requires stooping which entails the use of the lower extremities and back muscles.
10. Occasionally requires reaching by extending the hand(s) and arm(s) in any direction.
11. Occasionally requires raising objects from a lower to a higher position or moving objects horizontally.
12. Constantly requires repetitive movement of the wrists, hands, and/or fingers.
13. Requires clear vision at 20 inches or less, the ability to identify and distinguish color and to adjust focus.

**TYPICAL ENVIRONMENTAL CONDITIONS**

The worker is frequently subject to inside environmental conditions, which provide protection from weather conditions but not necessarily from temperature changes, and is occasionally subject to outside environmental conditions. The inside environment is often loud and stimulating. There is smoking permitted inside the casino facility

**TRAVEL REQUIREMENTS**

May be required for some positions.

**ACKNOWLEDGEMENT STATEMENT**

NKDC and its entities are “at will” companies. This means that the employee or the Company may terminate employment at any time and or any reason. Management has the exclusive right to alter this job description at any time without notice. The document is not intended to exclude modifications consistent with providing reasonable accommodation for a disability, not is it intended to be an employment agreement or contract.

By signing below, both employee and supervisor acknowledge that this Job Description will provide the basis for general duties and responsibilities related to the job, and associated evaluations thereof.

Employee Signature Date

Employee Name (Please Print)

Supervisor Signature Date

Supervisor Name (Please Print)

*NKDC and its entities are committed to having a drug and alcohol free work environment.*