



**POSITION TITLE:**  
**TO GO (takeout)  
COORDINATOR**

**OUR COMMITMENT TO SERVICE:**

DÉJÀ BLUE is actively seeking exceptional & highly qualified staff. We strongly believe that in order to create a successful hospitality team, we need individuals who share our Passion, Integrity, Enthusiasm, Professionalism, Excellence and Art of Receiving. At DÉJÀ BLUE we will not have customers... we'll have Guests. Each visitor will be your Guest; just as you receive a Guest in your home you will take pride in serving each and every person you will meet. Unparalleled Service isn't just a part of our mission statement at DB, it's a commitment to each and every one of our future Guests.

**JOB BRIEF**

We are looking for a friendly, personable and reliable ToGo Coordinator to join our team!

**RESPONSIBILITIES**

- Monitors online orders
- Serves guests at take-out counter of restaurant
- Input items ordered on POS, passes orders to cook, and gives ticket stubs to guests to identify filled orders.
- If /when necessary helps in packaging menu items, such as appetizers, hot entrees or desserts.
- If /when necessary helps filling containers with requested beverages.
- Check each order for quality, quantity and temperature before delivering to guest.
- Perform cash register functions including, receiving cash and making change, credit card processing and balancing register drawer.

**REQUIREMENTS**

- No previous restaurant experience required.
- Outgoing personality
- Good communication and customer service skills
- Able to lift up to 50 lbs
- Proven ability to work in fast paced and busy environments

**REVISION 10/13/16**

\* You must be legal to work in the United States. As part of DB employment process, final candidates will be required to obtain licensure by completing a background check prior to an offer being extended. These background checks may include, but are not limited to, Criminal Background Check, Drug Screen, Credit Check