

THE HOTEL AT AUBURN UNIVERSITY
Employment Opportunities
As of February 15, 2021
FOOD & BEVERAGE

Restaurant Server- Full Time and Part Time

\$3.25 per hour + gratuities

Varied days, Varied hours

Previous serving experience or very strong customer service experience is preferred. Must be hard-working and able to work well with others in a fast-paced environment. Must be able to lift and carry objects weighing up to 25 pounds. Must have excellent communication skills. Smiling face a must!

Restaurant Server Assistant- Full Time and Part Time

\$8.40 per hour + gratuities

To perform a combination of duties in an efficient, quiet and effective manner which facilitates food service and thereby provides a positive impression for the guest.

Maintain breakfast and lunch buffet. Assist servers in clearing tables, resetting tables, assisting the guest with drink refills, assisting with bread service and food running. Also would be responsible for in-room dining orders taken to our hotel guests. Education: Any combination of education, training or experience that provides the required knowledge, skills and abilities. Grade school education preferred.

Bartender- Full Time and Part Time

\$8.25 per hour + gratuities

Varied days, varied hours

Previous bartending experience required. Must be able to mix and serve alcoholic and non-alcoholic drinks to patrons following standard recipes. Must possess basic math skills necessary to understand recipes.

Head Bartender- Full Time

\$10.00 per hour

Enthusiastic head bartender to provide excellent dining experiences to our guests while also encouraging staff to create positive guest relations. The head bartender will oversee the bar and Piccolo areas by focusing on providing leadership on the floor. This head bartender will be responsible for overseeing the entire bar program and operation. Good bartenders will be able to create classic and innovative drinks, exceeding customer needs and expectations. The head bartender will lead the team by exhibiting the core expectations of our brand.

Restaurant Manager- Full Time

Pay: DOE

Varied days, varied hours

Directs and organizes the staff of Ariccia Cucina, Piccolo 241 Cocktail Lounge, H.C Valentine, In-Room Dining and our Executive Floor Lounge to ensure first class service, food & beverage offerings, and marketing to maximize profits and guest satisfaction.

Restaurant Supervisor- Full Time

\$14.65 per hour

Varied days, Varied hours

Supervises the staff of Ariccia Cucina, Piccolo 241 Cocktail Lounge, H.C Valentine, In-Room Dining and our Executive Floor Lounge by maintaining a courteous and efficient operation to ensure guest satisfaction.

Assistant Restaurant Manager- Full Time

DOE

Varied days, Varied hours

Assist with directing and organizing the staff of Ariccia Cucina, Piccolo 241 Cocktail Lounge, H.C Valentine, In-Room Dining and our Executive Floor Lounge to ensure first class service, food & beverage offerings and marketing to maximize profits and guest satisfaction.

BANQUETS

Banquet Staff- Part Time

\$5.85 per hour + gratuities

Varied days, varied hours

Must have basic knowledge of food & beverage preparations, service standards, guest relations and etiquette. Basic knowledge of English language sufficient to understand supervisor instructions, product labels and inquiries from guests. Must have ability to stay focused and plan as well as possess good organizational skills. Must be willing to work diligently and able to work well with others in a fast-paced environment. Must be able to transport up to 30 lbs. through a crowded room. Previous serving or customer service experience is a plus.

Banquet Captain- Full Time

\$7.00 per hour + gratuities

Requires two (2) years of Banquet Captain or supervisory experience in a hotel or country club setting. Will consider restaurant supervisory experience. Will be responsible for managing and directing servers during set-up, service and clean-up of various banquet functions. Must have strong communication and organizational skills. Must have ability to plan and stay focused in a fast-paced, changing environment. Requires involvement in physical activity such as pushing, pulling and balancing as well as ability to lift and carry objects up to 25 pounds.

Audio Visual Technician- Part Time

\$11.80 per hour

Varied hours, Varied days

Must have 1 year AV experience. Ideal candidates should have a working knowledge of basic a/v equipment. Duties include but not limited to set up or set up and operate audio visual equipment. Responsibilities include the set up and operation of audio-visual equipment in a hospitality environment. Ensures that complete customer satisfaction is achieved and is accountable for all inventory before, during and after each event.

CULINARY

Cook I- Full Time

\$12.65 per hour

Varied hours, Varied days

Extensive cooking experience required, sauté and broiler experience required. Food presentation training/experience required. Responsibilities include maintaining food, preparing food, controlling proper storage of food, complying to all health department regulations, ensuring equipment is properly cared for and preparing requisitions for food supplies. Must be able to work well with others in a fast-paced environment. Must be able to adapt to changes.

Cook II- Full Time

\$11.00 per hour

Varied hours, varied days

Responsibilities include: a la carte food preparation such as salads, sandwiches, and desserts. Must have good working knowledge of the fundamentals of cooking, sanitation, and kitchen equipment. Must possess basic math skills necessary to understand recipes. Position is one of support to other kitchen stations. Requires involvement in physical activity such as grasping, lifting and carrying as well as moving or pushing goods on a hand-truck of up to 200 pounds. Must be able to perform duties in confined spaces within extreme temperatures.

Cook III- Full Time

\$9.90 per hour

Varied hours, varied days

Responsibilities include: a la carte food preparation such as salads, sandwiches, and desserts. Previous culinary work experience required. Must have good working knowledge of the fundamentals of cooking, sanitation, and kitchen equipment. Must possess basic math skills necessary to understand recipes. Position is one of support to other kitchen stations. Requires involvement in physical activity such as grasping, lifting, and carrying as well as moving or pushing goods on a hand-truck of up to 200 pounds. Must be able to perform duties in confined spaces within extreme temperatures.

Kitchen Steward- Full Time and Part Time

\$10.60 per hour

Varied hours, varied days

Requires indoor/outdoor work. Will come in contact with water and chemicals. Physical activities include lifting up to 50 pounds. Must have ability to work well with others in a fast-paced environment. Must be able to adapt well to changes. Responsible for performing duties to maintain kitchen work areas and restaurant equipment and utensils in clean and orderly condition as well as performing other kitchen duties.

Pizzaiolo - Full Time

\$13.30 per hour

Varied hours, varied days

The Pizzaiolo will be responsible for day to day preparation of an authentic pizza presentation, innovatively creating and maintaining the consistent standard operating procedures throughout all meal periods of Ariccia Cucina & Piccolo. This person should be familiar with the operation of a wood-fired pizza oven and understand all aspects of pizza creation from dough making to menu creation.

FRONT DESK

Front Office Agent - Full Time

\$10.00 per hour

Varied hours, Varied days Must possess excellent customer service skills! Must be energetic with the initiative and personality to work in a fast-paced environment. Requires confidence reading and analyzing reports along with the ability to complete general computer applications. Must possess great language skills: Good voice control and confidence using correct English. A professional appearance is necessary.

Front Office Supervisor- Full Time

\$14.65 per hour

Varied hours, Varied days

The front Desk Supervisor is responsible for the daily operations of the Front Desk for assigned shift. This position will also be involved in training of new staff as directed by the Front Desk Manager. Efficiency, perfection and impeccable service will be the mantras of this position. High School Diploma or equivalent required. Hospitality Management Degree beneficial.

Overnight Auditor- Full Time

\$12.35 per hour

10pm-6am; Varied days

One year of experience in a similar size operation preferred. Hotel experience preferred. Previous customer service and cash handling experience required. Must have excellent math skills and be proficient with Microsoft Excel and Microsoft Word. Will be responsible to serve as Manager On Duty, to reconcile hotel daily revenues and to perform in a professional, pleasant manner. Duties also include the registration of guests.

Valet Parking Attendant- Part Time

\$6.25 per hour + Gratuities

Varied hours, varied days Greet and welcome guest to the hotel and offer professional services. Accommodate guests by opening all doors and assisting with luggage or other items. Direct traffic in the parking area as needed. Operate guests' vehicle safely. Keep an organized record of tickets/keys assigned to each vehicle/guest. Ensure vehicles are parked safe and secure. Inspect and document vehicles upon arrival for existing damage.

Valet Parking Attendant- Part Time (3rd shift only)

\$8.50 per hour + Gratuities

Overnight hours, varied days Greet and welcome guest who arrive overnight to the hotel and offer professional services. Accommodate guests by opening all doors and assisting with luggage or other items. Direct overnight traffic in the parking area as needed. Operate guests' vehicle safely. Keep an organized record of tickets/keys assigned to each vehicle/guest. Ensure vehicles are parked safe and secure. Inspect and document vehicles upon arrival for existing damage.

Valet Parking Supervisor- Full Time

\$10.00 per hour + Gratuities

Varies hours, varied days Create a weekly or bi-weekly schedule for team members, bearing in mind holidays and times of high volume for the business. Monitor and supervise the timely arrival of scheduled employees, with aware of unforeseen challenges such as scheduling. Oversee the handling of tickets and establish accountability by ensuring each ticket is properly funded with the correct amount of charges and close out each shift to ensure all funds are accounted for. Establish tasks for team members to ensure a clean workplace, this includes stocking supplies and maintaining clean drive. Ensure company goals and objectives are being met by each team member and provide feedback. Actively seek to resolve any concerns while adhering to the company policy and standards of behavior. Ability to communicate effectively with senior management and other departments. Experience analyzing company needs, team members development and goal setting. Strong understanding of business goals and standards for customer service. Proficient using Microsoft Suite and other data entry software.

HOUSKEEPING

Housekeeping Room Attendant- Full Time

\$12.25 per hour

1st shift, Varied days

Must be dependable and friendly. Must be able to lift 25 lbs., able to bend and pull. Must be able to read and speak English. Previous experience is a plus. Responsibilities include thorough cleaning and maintenance of guest rooms.

Laundry Attendant- Full Time

\$12.25 per hour

Varied hours, varied days

Must be able to read and speak basic. English in order to understand safety labels and instructions. Must be dependable and friendly. Must be able to bend, able to lift and pull 50 lbs., and push and/or pull wheeled carts weighing up to 100 lbs. Must be able to work in an area that may be damp and humid. Considerable noises and vibration in the work area is likely. Responsibilities include assuring efficient retrieval, processing, and distribution of laundry in order to provide excellent service to our guests. Previous experience is a plus.

ENGINEERING

Engineering Tech II –Full Time

\$16.50 per hour

Varied hours, varied days including Weekends

Basic knowledge of all maintenance trades, including electrical, plumbing, mechanical & carpentry is necessary. Responsible for making all repairs and maintain all areas of Hotel Facilities to include all public areas, exterior areas of building, guestrooms and guest corridors Must have skill in the use of related tools (including both hand and electric tools). Must be able to read & speak English in order to communicate with co-workers, fully comprehend job assignments as well as perform accurate simple arithmetic functions. Basic mechanical aptitude for operation & repair of hotel equipment is expected. Must have ability to perform tasks requiring bending, stooping, kneeling, pushing & pulling up to 100 lbs. and grasping or lifting up to 50 lbs. Ability to climb stairs & ladders, working at heights up to approximately 30 feet, for extended periods of time, with the ability to reach often times overhead. Must have ability to deal with a number of problems requiring initiative & good judgment. Knowledge of all maintenance trades helpful but not mandatory.

Equal Opportunity Employer M/F/D/V

Drug Free Environment

Please visit our website to apply: www.auhcc.com/careers

Human Resources Contact: 334-321-3152