



**Passionate about craft through community.**



**Job Title:** Expeditor/Food Runner

**Reports to:** Pub Management Team

**About Beards Brewery:**

Beards Brewery is located in the scenic gaslight district of downtown Petoskey, where we operate our small 1bbl (31 gallon) pilot brew house and have a tap room/restaurant open to the public. We additionally have a 15bbl (465 gallon) production brew house in Charlevoix where we keg and can our beers to meet our growing demand at our pub location as well as distribution to bars and restaurants within Michigan.

**Job Description:**

The expeditor/food runner acts as the bridge between the front and back of house. They are in control of the flow of meal service and play an essential role in creating and maintaining an efficient flow throughout the entire pub. The ideal candidate must have excellent communication skills and be able to complete tasks accurately and quickly. We are a high volume and fast paced brewpub, therefore it's crucial that all expeditors/food runners are prepared and excited about working in a fast paced environment.

Expeditors/food runners are responsible for preparing and stocking the expo station at the beginning and end of each shift as well as maintaining high levels of cleanliness during the duration of each shift. The expeditors/food runners also add sides and garnishes to main dishes before they are ready to be delivered to tables and then deliver completed dishes to guests. The ideal candidate will be able to keep up with the high volume of orders coming in as well as completing each dish for guest consumption consistently while meeting our quality and presentation standards.

**ESSENTIAL DUTIES AND RESPONSIBILITIES:**

- Adhere to the Beards Employee handbook
- Remain up to date on all things Beards
- Report to work on time, every time
- Maintain a clean working environment
- Communicate effectively with all team members
- Cultivate a team oriented environment
- Keep open communication with management on ways to continually improve efficiencies
- Adding side dishes, garnishes and special requests to the main dish before it gets delivered to guests.

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- Ensure the expo station is stocked
  - Ensure an order is complete and correct before it gets sent out to guests
  - Must be able to communicate guest requests from waitstaff to kitchen staff to achieve proper execution of dishes
  - Comply with safety standards, nutrition and sanitation regulations
  - Be willing to complete various cleaning projects
  - Complete all other assigned tasks
- \*\*Currently hiring for seasonal full and part time positions\*\***

### **KNOWLEDGE / SKILLS / REQUIREMENTS:**

- No experience needed, but is a plus
- Must be friendly and personable
- Ability to be on your feet 8+ hours a day and lift up to 50 lbs
- Willing to continue education on all things Beards
- A passion for the history and future of Beards
- Must be able to properly carry full trays of food
- Provide excellent customer service with any guest requests

We are a rapidly growing brewery looking for dedicated people who care about community and craft. We strive to provide approachable craft experiences born from quality beer throughout everything we do. If that sounds like you, and you align with the skills and duties above, please download an application at [www.beardsbrewery.com](http://www.beardsbrewery.com) on the contact page, and submit via email with a resume to [info@beardsbrewery.com](mailto:info@beardsbrewery.com)