



# Inn at Laurel Point

Co-op Education Employer of the Year Award, Camosun College (2018)  
Outstanding Workplace of the Year Award, Chamber of Commerce (2018)  
Employer of the Year Award, Tourism Vancouver Island (2018)

Are you interested in joining the leading culinary hotel in Victoria? We offer a fun work atmosphere that promotes creativity & career development, and boasts a team of energetic, passionate food & beverage and culinary professionals. If this sounds like you, we'd love to meet you!

**Job Title:** Food Runner

**Job Status:** Permanent. Hour of work per week will vary based on hotel occupancy

## **Summary of Position:**

To represent the Inn at Laurel Point in all guest interactions as an "Elegant, Pacific Rim Inspired waterfront inn where memories are created." The Food Runner is responsible for the overall cleanliness of the restaurant, the expediting of food and assisting the Servers.

## **Responsibilities:**

- Clears tables of plates & glassware, maintains cleanliness of tables and creates a sense of luxury for guests whilst dining.
- Reads the room to see where assistance is required with clearing tables, running food and maintaining supplies such as napkins, cutlery and cups.
- Ensures the highest guest satisfaction by providing consistent excellence of service and giving genuine personal attention.
- Aims to serve tables and complete duties in the most time efficient manner without panic or complaint, changing 'gears' when business demands.
- Assists in other departments if required.
- Maintains knowledge of restaurant menus, including features, kitchen glossaries and technique to deliver accurate information to guests and self educates and acquires knowledge about food and wine.
- Communicates effectively with guests, supervisors and co-workers using appropriate etiquette and language and works in cooperation and harmony with all colleagues, supervisors and other departments to execute duties and responsibilities with due diligence.
- Has good knowledge of Inn facilities and city attractions for the benefit of enquiring guests.
- Complies with the Inn at Laurel Point's policies and procedures.

**Reports To:** Director of Food & Beverage

## **Qualifications:**

- Must be energetic and enthusiastic
- Must be personable and professional
- Team oriented
- Foodsafe Level 1 and Serving It Right certified

- Must be able to embrace the 4 core values of the Inn at Laurel Point: Excellence, Respect, Curiosity and Stewardship

#### Job Requirements:

- Flexible availability for shifts: will be scheduled for a combination of early morning shifts, day shifts, and late evening shifts
- Must be fully available to work weekdays, weekends and statutory holidays
- Must be able to lift up to 30lbs
- Must have Canadian work permit to apply (if non-resident of Canada)

**Wage:** \$13.85/hr to start; \$15.38/hr after 1 year, PLUS gratuities

**Apply Now!** Please email your cover letter and resume to Ann Reeves, Human Resources Manager at [careers@laurelpoint.com](mailto:careers@laurelpoint.com). For more information, contact Ann directly at 250-414-6726.

#### What's in it for you?

- Competitive Wages
- Comprehensive medical and extended health benefits package including dental, life insurance, critical illness insurance
- Employer-sponsored RRSP contribution program
- A fun & friendly workplace culture that embraces diversity
- Cross-training opportunities to grow your skills
- Best staff meal in town and by the way, it's free!
- Complimentary parking on non-restricted days during the off-season
- Colleague of the Month Recognition program
- Summertime volleyball on Sticky Wicket rooftop, BBQs on our stunning Terrace patio, free themed year-end Gala to thank you
- AURA waterfront restaurant +patio staff discount - 50%
- Friends & Family hotel discount (*so you can show off your amazing workplace*)
- Candidate referral bonus - \$300
- Industry discounts
- Workshops
- Skill and advancement training programs
- Shower and locker facilities

#### We won't give you a job. We'll give you a lifestyle.

- **Do you strive for excellence?** It's one of our benchmarks - in relationship, fair business practice and in the standards we uphold.
- **Do you uphold respect?** Respect for guests and colleagues is paramount. It's our foundation for learning and growing.
- **Are you curious?** Seeking to understand and challenge conventional thinking allows us all to find new ways to succeed.
- **Are you responsible?** As stewards and caretakers, we aim to leave a legacy of independence, innovation and responsibility in all we do.

We're looking for people who want a career that defines who they are. Because this is not just a job. It's an expression of your values and ours. We're more chameleons than corporate. More approachable than distant. Yet we're always professional and 100% committed.

We also value innovation. We want people who prefer to count on their inner resources and flexibility over rigid policies and procedures. And in return, we'll treat you as we do our guests: with sincerity, an open mind and respect.

This is a company for real people. Interesting people. People in search of a place to stay and make a difference. If that's you, let us know.

**Thank you for considering Inn at Laurel Point for your co-op placement!  
We hope you will apply!**