

Job Title: Host

Location: Margaritas

Job Summary: Margaritas is seeking a friendly and organized Host to join our team. The Host is the first point of contact for our guests and plays a crucial role in ensuring a warm, welcoming atmosphere. This position requires excellent communication skills, a personable demeanor, and the ability to manage reservations and guest flow efficiently.

Key Responsibilities:

- Greet Guests: Welcome guests in a warm and friendly manner and provide them with the best first impression of Margaritas.
- Seating Management: Efficiently seat guests based on their preferences and optimal dining room flow to ensure all guests receive attentive service.
- Waitlist Management: Manage the waitlist during busy periods, providing accurate wait times and updates to guests.
- Guest Queries: Address any guest questions regarding the menu, special dietary needs, or other inquiries they may have.
- Communication: Communicate guest feedback to management and relay important information to the kitchen and serving staff regarding guest preferences or special occasions.
- Maintain a Clean Reception Area: Ensure the front entrance, host stand, and waiting areas are always clean and presentable.
- Farewell Guests: Ensure a lasting positive impression by thanking guests as they leave and inviting them to return.

Skills and Qualifications:

- Previous experience in a customer service or hosting role preferred but not required.
- Strong organizational skills with the ability to manage multiple tasks simultaneously.
- Excellent communication and interpersonal skills.
- Friendly and outgoing personality.
- Ability to stand for extended periods and move quickly as needed.
- Proficiency in using reservation management software is a plus.
- High school diploma or equivalent; further training in hospitality or customer service is

an advantage.

Physical Requirements:

- Ability to stand for long periods.
- May require lifting objects typically under 15 pounds.

Benefits:

- Competitive hourly wage.
- Flexible scheduling, ideal for those in school or with other commitments.
- Opportunities for advancement in a growing restaurant company.
- Discounts on dining and promotions.