Flamingo Banquet Captain Position

Nestled in the foothills of Santa Rosa, the Flamingo Resort is perfect for business and leisure. We have everything you need for the ultimate resort experience with all of the gourmet food and wine of Sonoma just down the road!

At the Flamingo Resort, we hire people who are passionate about serving others. We look for people that are motivated, hospitable, and fun to work with. Someone who spreads good vibes is a must! :)

Job Overview: Supervise and execute all Banquet and Conference event orders while working in conjunction with Banquet Manager, Catering Sales Manager, and Director of Food and Beverage

Qualifications/Skills:
Requirements are representative of minimum levels of knowledge, skills and /or abilities. To perform this job successfully, the employee will possess the abilities or aptitudes to perform each duty proficiently with or without reasonable accommodation.

Essential:
1. Punctuality and regular and reliable attendance.
2. Interpersonal skills and the ability to work well with co-workers and the public
3. Working knowledge of typical banquet and conference room set ups and configurations
4. Strong verbal and written communication skills

Desirable:
1. Microsoft Office proficient
2. Micros / Opera PMS Catering and Sales Module proficiency
3. 3-5 years previous experience in hotel banquets and conference services
4. experience ordering and controlling beverage inventory
5. knowledgeable of Four Star / Four Diamond luxury banquet, conference, event service standards

Essential Physical Abilities:
• Endure various physical throughout the work areas, such as reaching, bending, climbing, and stooping.
• Ability to stand and/or walk continuously throughout the shift to perform essential job functions.
• Sufficient manual dexterity to be able to grasp, load, and carry trays.
• Ability to endure repetitive motions for extended periods of time.
• Ability to grasp, bend, and stoop; push or pull heavy loads weighing up to 50 lbs.; and lift and/or carry or otherwise move packages, and boxes.

If interested contact: jacky@seriousleisure.com
Flamingo Bartender Position

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Job Overview: Take food and beverage orders, prepare drink orders for the bar, room service, and restaurant. Maintain stock, supplies, and cleanliness of outlet and equipment.

Qualifications/Skills:
Requirements are representative of minimum levels of knowledge, skills and/or abilities. To perform this job successfully, the employee will possess the abilities or aptitudes to perform each duty proficiently with or without reasonable accommodation.

Essential:
- Two years of experience as a bartender.
- Ability to satisfactorily communicate in English (speak, read, write) with guests, co-workers and management to their understanding.
- Ability to perform assigned duties with attention to detail, speed, accuracy, follow-through, courtesy, cooperativeness and work with a minimum of supervision.
- Ability to accurately compute and manipulate mathematical calculations.
- Ability to effectively deal with internal and external customers, some of whom will require high levels of patience, tact, and diplomacy to defuse anger.
- Ability to work well under pressure and handle multiple tasks at once.
- Minimum of 21 years of age to serve alcoholic beverages
- Punctuality and regular and reliable attendance.

Desirable:
- High School graduate, with some college
- Knowledge of fine wines, beer, and liquor.
- Alcohol awareness certification (TIPS Training)
- Fluency in a foreign language, preferably Spanish or French.
- Knowledge of P.O.S. system, preferably Micros.

Essential Physical Abilities:
- Endure various physical throughout the work areas, such as reaching, bending, climbing, and stooping.
- Ability to stand and/or walk continuously throughout the shift to perform essential job functions.
• Sufficient manual dexterity to be able to grasp, load, and carry trays.
• Ability to endure repetitive motions for extended periods of time.
Ability to grasp, bend, and stoop; push or pull heavy loads weighing up to 50 lbs.; and lift and/or carry or otherwise move packages, and boxes.

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Flamingo Busser Position

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Cocina amistosa que habla español!

At the Flamingo Resort, we hire people who are passionate about serving others. We look for people that are **motivated**, **hospitable**, and **fun to work with**. Someone who spreads good vibes is a must! :)

**Job Overview:** Clear dirty dishes from dining tables and reset tables. Remove all dirty wares to the dish station in the kitchen and rack accordingly. Maintain side stations in a clean, organized and stocked manner. Assist servers in any way possible to ensure proper, prompt and courteous service to all guests. Deliver food and beverage orders to restaurant, and bar areas. Assist in the maintenance and cleaning of the kitchen, restaurant, and bar areas.

**Qualifications/Skills:**
Requirements are representative of minimum levels of knowledge, skills and /or abilities. To perform this job successfully, the employee will possess the abilities or aptitudes to perform each duty proficiently with or without reasonable accommodation.

**Essential:**
- Ability to satisfactorily communicate in English (speak, read, write) with guests, co-workers and management to their understanding.
- Minimum of 18 years of age to serve alcoholic beverages
- Previous experience in food and beverage.
- Punctuality and regular and reliable attendance.
- Ability to perform assigned duties with attention to detail, speed, accuracy, follow-through, courtesy, cooperation, and work with a minimum of supervision.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to effectively deal with internal and external customers, some of whom will require high levels of patience, tact, and diplomacy to defuse anger.
- Ability to work well under pressure and handle multiple tasks at once.
- Ability to maintain concentration and a well organized work environment as well as the ability to think clearly.
- Interpersonal skills and the ability to work well with co-workers and the public.

**Desirable:**
- High School graduate
- Food handling certificate/Serv-Safe certificate
• Knowledge of American style service standards
• Alcohol awareness certification (TIPS Training)

**Essential Physical Abilities:**

• Endure various physical actions throughout the work areas, such as reaching, bending and stooping.
• Ability to stand and/or walk continuously throughout the shift to perform essential job functions.
• Sufficient manual dexterity to be able to grasp, load, and carry trays.
• Ability to endure repetitive motions for extended periods of time.
• Ability to maintain good coordination while serving orders quickly.
• Ability to grasp, bend, and stoop; push or pull heavy loads weighing up to 50 lbs.; and lift and/or carry or otherwise move packages, and boxes.

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Flamingo Line Cook Position

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**Job Overview:** Ensures the quality preparation of all menu items and proper handling/storage of all food items in accordance with chef and standards laid out in kitchen handbook. Coordinates the purchase of food with chef, bar and restaurant managers.

**Qualifications/Skills:**
Requirements are representative of minimum levels of knowledge, skills and /or abilities. To perform this job successfully, the employee will possess the abilities or aptitudes to perform each duty proficiently with or without reasonable accommodation.

**Essential:**
- Ability to satisfactorily communicate in English (speak, read, write) with guests, co-workers and management to their understanding.
- Ability to perform assigned duties with attention to detail, speed, accuracy, follow-through, courtesy, cooperativeness and work with a minimum of supervision.
- Ability to accurately compute and manipulate mathematical calculations.
- Ability to work well under pressure of organizing and attaining production schedules.
- Ability to use all senses to ensure quality standards are met.
- Ability to differentiate dates.
- Ability to operate, clean and maintain all equipment required in job functions.
- Ability to expand and condense recipes.
- High school diploma or equivalent vocational training certificate.
- One year experience in a similar position at a three star hotel or restaurant.
- Ability to work all stations in kitchen.
- Punctuality and regular, reliable attendance.
- Interpersonal skills and the ability to work well with others and the public and timelines.

**Desirable:**
- Culinary college degree or training.
- Drivers license.
- Ability to communicate in a second language, preferably Spanish.
- Culinary talent.
- Artistic talent.
**Essential Physical Abilities:**
- Endure various physical throughout the work areas, such as reaching, bending, climbing, and stooping.
- Ability to stand and/or walk continuously throughout the shift to perform essential job functions.
- Sufficient manual dexterity to be able to grasp, load, and carry trays.
- Ability to endure repetitive motions for extended periods of time.
- Ability to maintain good coordination while serving orders quickly.
- Ability to grasp, bend, and stoop; push or pull heavy loads weighing up to 50 lbs.; and lift and/or carry or otherwise move received goods and boxes.

**Essential Job Functions:**
- Ensure that all opening, closing and sidework duties are completed to standard before signing out.
- Prepare menu items following recipes and yield guidelines, according to department standards.
- Work on line during service and assist wherever needed.
- Be aware of any shortages and make arrangements before the item runs out.
- Ensure that F&B Service Staff are informed of 86’d items and amount of available menu specials throughout the meal period.

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Flamingo Prep Cook Position

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Job Overview: Prep Cooks are to receive, store and prepare raw ingredients and transform them into appropriate ingredients using specific and exacting guidelines and recipes, to be used by the line cooks and Chefs. The preparation occurs at the direction and supervision of the Sous Chefs and Executive Chef.

Qualifications/Skills:
Requirements are representative of minimum levels of knowledge, skills and /or abilities. To perform this job successfully, the employee will possess the abilities or aptitudes to perform each duty proficiently with or without reasonable accommodation.

Essential:
- Punctuality and regular and reliable attendance.
- Interpersonal skills and the ability to work well with co-workers and the public
- Must be able to verbally communicate in English
- Must be able to read written instructions in English
- To be able to demonstrate and execute the various cooking methods including sautéing, braising, fryer, poaching, roasting and all the other subtle variations of them.
- Must be able to multi-task prep items (cook something on the stove while chopping another item at your station)
- Must possess a basic set of kitchen tools including but not limited to a Chef’s knife, paring knife, zester, vegetable peeler, bread knife, wine opener, sharpening steel, boning knife and Japanese Slicing Madeline.
- Must possess and wear clean black hard soled shoes (no tennis shoes)
- Previous kitchen experience is required
- Must be able to work in a clean and organized fashion with strict adherence to all safe food handling practices.
- Must be able to work in a hot kitchen environment.
- Ability to consistently reproduce three-star quality cuisines with precision and strong knife technique.
Desirable:

- Culinary arts degree or certificate from an accredited school or program
- Desire for career advancement
- Enjoy working in a high energy fast paced environment

Essential Physical Abilities: These are several of the standard physical abilities, but not all of them (chose according to specific job functions).

- Endure various physical movements throughout the work areas, such as removing guest luggage to/from automobiles and guest rooms.
- Endure various physical movements throughout the work areas, such as reaching, bending and stooping.
- Remain in stationary position for a maximum eight hours (excluding meal and rest breaks) throughout work shift.
- Ability to grasp, push or pull heavy loads, and lift and/or carry or otherwise move packages, boxes and luggage weighing up to 75 lbs. continuously throughout shift.
- Ability to stand, walk and/or sit and continuously perform essential job functions.
- Sufficient manual dexterity in one hand to be able to load and unload luggage.
- Ability to perform tasks requiring bending, stooping, kneeling, and walking significant distances on property.
- Ability to lift, bend, stoop, push or pull heavy loads. Requires lifting bundles of linen weighing up to 50 lbs.
- Ability to push/or pull a vacuum and wheeled cart weighing up to 100 lbs.
- Repetitive hand motion (typing) for extended periods of time.

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Flamingo Server Position

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Job Overview: Take food and beverage orders, record orders in the POS system in a timely manner. Deliver food and beverage orders to restaurant and bar areas. Assist in the maintenance and cleaning of the restaurant and bar areas. Wait on tables promptly and courteously in adherence to standards of service. Provide guest service in accordance to company policy and standard. Assist in the control of beverage and operating supply costs. Deliver prompt, courteous service according to service and operating standards.

Qualifications/Skills:
Requirements are representative of minimum levels of knowledge, skills and /or abilities. To perform this job successfully, the employee will possess the abilities or aptitudes to perform each duty proficiently with or without reasonable accommodation.

Essential:
- Ability to satisfactorily communicate in English (speak, read, write) with guests, co-workers and management to their understanding.
- Minimum of 21 years of age to serve alcoholic beverages.
- Two years experience in four- or five-star establishments with proven knowledge of fine wines, beer, and liquor.
- Punctuality; regular and reliable attendance.
- Ability to perform assigned duties with attention to detail, speed, accuracy, follow-through, courtesy, cooperation, and work with a minimum of supervision.
- Ability to accurately compute and manipulate mathematical calculations.
- Ability to solve practical problems and deal with a variety of concrete variables in situations where only limited standardization exists.
- Ability to effectively deal with internal and external customers, some of whom will require high levels of patience, tact and diplomacy to defuse anger.
- Ability to work well under pressure and handle multiple tasks at once.
- Ability to maintain concentration and a well organized work environment as well as the ability to think clearly.
- Interpersonal skills and the ability to work well with co-workers and the public.
- Ability to thoroughly describe and sell all menu items.
- Ability to comfortably learn and communicate daily menu specials
• Understanding of menu ingredients and cooking techniques

*Desirable:*
• High School graduate
• Food handling certification/Serv-Safe certificate.
• Alcohol awareness certification (TIPS Training)
• Knowledge of P.O.S. system, preferably Micros
• Extensive experience in a fine dining environment

**Essential Physical Abilities:**
• Endure various physical actions throughout the work areas, such as reaching, bending and stooping.
• Ability to stand and/or walk continuously throughout the shift to perform essential job functions.
• Sufficient manual dexterity to be able to grasp, load, and carry trays.
• Ability to endure repetitive motions for extended periods of time.
• Ability to maintain good coordination while serving orders quickly.

Ability to grasp, bend, and stoop; push or pull heavy loads weighing up to 50 lbs.; and lift and/or carry or otherwise move packages and boxes.

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