



### **Gourmet Coordinator:**

- Requires NJ Casino License
- Provides guidance, counseling, and supervision to staff at gourmet outlets.
- Maintain seating rotation chart.
- Book reservations for walk-in guests.
- Maintains reservation system for utmost guest satisfaction.
- Ensures staff is providing department customer service standards.
- Develops repeat business by building relationships.
- May perform other duties as assigned.

### **Minimum Qualifications**

- High school diploma required.
- Minimum of three years gourmet restaurant experience; two years supervisory experience preferred.
- Must have excellent verbal and written communications skills.
- Computer skills required.
- Required to perform the Customer Service Standards of the Department
- Knowledgeable of the Casino Control Act & Attendant Regulations, as well as company internal controls, policies and procedures.