

THE MOUNT

EDITH WHARTON'S HOME

Terrace Café Associate – Seasonal (full time/part time positions available through mid-October)

Overview:

The Terrace Café is open daily from 11:00 a.m. to 4:00 p.m. with extended Friday hours from 11:00 a.m. until 7:00 p.m. Closed Tuesdays. Prior experience is helpful, but not necessary.

Responsibilities include:

- Providing table service and food/beverage orders in an accurate and timely manner
- Responsibly handling cash/credit transactions into point of sale (POS) system
- Daily set up and break down of serving areas, adhering strictly to Massachusetts state COVID-19 guidelines
- Performing other duties as assigned

Abilities include:

- Regular and timely attendance
- A positive work attitude
- People-oriented with a commitment to quality customer service
- Can balance efficiency with hospitality
- Value being a part of a team, and also able to work independently
- Flexible with the ability to multi-task in a highly demanding and sometimes stressful environment
- Able and willing to communicate what kind of support you need to do your best
- Able to receive constructive feedback

Physical Demands:

The employee is regularly required to sit and stand; push and pull with force. The employee is regularly required to climb and stoop; reach with hands and arms; use hand to finger objects and

controls. The employee must occasionally lift and/or move up to 30 pounds. Specific vision abilities required by this job include close vision, distance vision and peripheral vision; reading of written, printed, or computer screen data.

Pay: \$12.75 per hour (plus tips – total wage currently averaging \$18-20/hr)

To apply:

E-mail, mail, or send resume with cover letter to: info@edithwharton.org, by e-mail; or by mail: Attn: Michelle Dempsey, The Mount, P.O Box 974, Lenox, MA. 01240; or by fax to 413-637-0619. or call 413-551-5117.

The Mount is an equal opportunity employer.