

# RESTAURANT CREW

## Position Announcement

### (OPEN)

#### JOB SUMMARY:

The Kaibab Band of Paiute Indians Restaurant is located on Highway 389 and Pipe Springs Road. This position requires hands-on cooking as well as great customer service skills and cashier experience.

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<b>TITLE:</b>	Cashier
<b>DEPARTMENT:</b>	Restaurant, Economic Development
<b>SUPERVISOR:</b>	Restaurant Manager
<b>OPENS:</b>	October 24, 2017
<b>CLOSES:</b>	Open Until Filled
<b>STATUS:</b>	Full-Time & Part Time (20-40 hrs wk)/No Benefits
<b>SALARY:</b>	\$10.00 hr

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#### DUTIES & RESPONSIBILITIES:

This position requires familiarity with cashiering and restaurant operations. The applicant must be able to provide pleasant and courteous service to customers according to tribal goals, policies and procedures. This position requires a high degree of initiative and attention to detail, excellent communication skills and the ability to project the desired tribal image of courteous, friendly service to customers.

#### MINIMUM QUALIFICATIONS:

- Must have excellent customer service skills and have the ability to engage with customers.
- The applicant must be able to maintain a variety of records and reports.
- The cashiers must also be able to keep the manager informed of general inventory needs and will be accountable for cash and receipts during each shift.
- Must possess knowledge of restaurant operations, cashiering and inventory methods.
- Must be able to handle cash transactions, be responsible for general cleanup, restocking of inventory and performing all related duties as necessary.
- Be able to work all shifts including evening, weekend and holidays and must be able to closely follow written and oral instructions.
- Must pass a fingerprint and criminal background check according to P.L. 101-630 standards.

**DRUG-FREE WORKPLACE POLICY:** The Kaibab Paiute Tribe has a 'zero tolerance' workplace drug policy, this position requires pre-employment drug testing.

Employment applications are available online at [www.kaibabpaiute-nsn.gov](http://www.kaibabpaiute-nsn.gov) or at the Tribal Affairs Building located on 1 North Pipe Springs Road Fredonia, AZ 86022. For more information, contact the Human Resource Director at (928) 643-7245. **Only completed applications will be accepted.** All applications must have a copy of the following to be considered: requested education requirement verifications, driver's license, 36 month driving record and two completed fingerprint cards (available at the Human Resource Office).

THE KAIBAB PAIUTE TRIBE IS AN EQUAL OPPORTUNITY EMPLOYER AND  
ADHERES TO THE INDIAN PREFERENCE ACT