



Harry Caray's

700 E Grand Ave. | Chicago, IL | harrycarays.com

Business Description

Since 1987, Harry Caray's Restaurant Group has proven to be one of Chicago's most dynamic and successful restaurant management companies. HCRG operates seven restaurants, an off-site catering company and the Chicago Sports Museum.

When we started our first restaurant, Harry wanted a place to hang out, relax, and talk sports with his friends. After all the years on the road, Harry said he'd acquired a taste for really good food. With that in mind, we've since launched seven restaurants, a catering company and the Chicago Sports Museum.

Job Descriptions

Individuals, couples, and friends groups are welcome to apply and interview together.

Server

\$5.95/hr + tips - You will be serving guests by providing information to help food and beverage selections; presenting ordered choices; maintaining dining ambiance. There are approximately 10 positions available.

Servers must be at minimum of 21 years of age at the time they start work, as it is the legal requirement here in the City of Chicago. You must have a minimum of 2 years serving experience to be considered for the position, and servers must obtain an alcohol awareness license within 30 days of hire.

Essential Duties and Responsibilities

- Prepares room for dining by setting condiments, napkins, service plates, and utensils.
- Protects establishment and patrons by adhering to sanitation, safety, and alcohol beverage control policies.
- Helps patrons select food and beverages by presenting menu; offering cocktails and aperitifs; suggesting courses; explaining the chef's specialties; answering food preparation questions.
- Transmits orders to bar and kitchen by recording patrons' choices; identifying patrons' special dietary needs and special requests.
- Serves orders by picking up and delivering patrons' choices from bar and kitchen; delivering accompaniments.
- Responds to additional patron requirements by inquiring of needs; observing dining process.
- Maintains table setting by removing courses as completed; replenishing utensils; refilling water glasses; being alert to patron spills or other special needs.

- Obtains revenues by totaling charges; issuing bill; accepting payment; returning change or credit card and signature slip to patrons.
- Contributes to team effort by accomplishing related results as needed.

Competencies

- Organizational skills
- Excellent interpersonal skills and confidence.
- Ability to work in a fast paced environment.
- Fluency in other languages a plus.
- Be flexible and willing to assist as needed to ensure all restaurant standards are met

Essential Physical Requirements

- Be able to work in a standing position for long periods of time (up to 5 hours)
- Must regularly lift and/or move up to 10 pounds and frequently lift and/or move up to 25 pounds.

Experience and Education

- Minimum of 2 years serving experience required to be considered for the position of server

Host

10.50/hr - Hosts are responsible for answering phones, taking reservations, and immediately greeting guests in a friendly, professional manner. There are approximately 10 positions available.

Essential Duties and Responsibilities

- Warmly and graciously greet all guests upon arrival.
- When immediate seating is limited, records guest names and number of people in party.
- Inform guests when tables become available.
- Provide guests with estimated waiting time, always maintaining a professional, courteous attitude.
- Seat guests based on guest preferences and balancing of customer flow in service stations.
- Provide menus upon seating.
- Clean menus of food and stains.
- Perform other duties as assigned by the manager on duty.
- Thanks guests as they leave and invite them to return. Relay any guest comments or suggestions to the manager on duty.
- Explain the restaurant concept to guests when asked.
- Give directions to the restaurant to guest inquiring for it.



Competencies

- Team player
- Organizational skills
- Excellent interpersonal skills and confidence.
- Excellent verbal and telephone skills to be able to communicate clearly and effectively with our guests
- Ability to work in a fast paced environment.
- Fluency in other languages a plus.
- Be flexible and willing to assist as needed to ensure all restaurant standards are met

Essential Physical Requirements

- Be able to work in a standing position for long periods of time (up to 5 hours).

Experience and Education

- 1-3 years of hospitality experience is preferred, but not required.
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Server Assistant

5.95/hr + tips - Server Assistants are responsible for helping to set tables, deliver food/drink orders, and additional kitchen/busser duties as needed. There are approximately 10 positions available.

Essential Duties and Responsibilities

- General cleanliness and upkeep of dining room.
- Table setting and clearing.
- Deliver food to the correct tables as needed.
- Replenish water when needed.
- Remove dishes from tables, bar and bus stations.
- Prepare dishes for washing by scraping and stacking them by type.
- Clean spilled food and drink.
- Complete side duties as required.
- Responsible for constant sanitation, organization, and proper food handling.

Essential Physical Requirements

- Must be able to lift and carry 60 pounds.
- Must be able to stand, walk, lift, and bend for long periods of time.

Experience

- 1-3 years of hospitality experience is preferred, but not required.
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Bus Person

5.95/hr + tips - Bus Persons are responsible for assisting the wait staff, bringing water to the tables, clearing tables, taking out the garbage, helping to set the tables in the dining area, bringing dishes back and forth from the kitchen and generally keeping the dining room clean. 1-3 years of hospitality experience is preferred, but not required. There are approximately 10 positions available.



Harry Poses with Staff at Harry Caray's Italian Steakhouse, located in River North

Important Note: All Servers, Bussers and Food runners must obtain a food servers certificate within 30 days of hire.

Work Schedule: You should expect to work about 30-35 hours per week. Please note that the weather does affect our business, so it could also affect your hours. Additionally, June is usually a slower month than the rest of the summer, so please expect less available hours in June.

Work Begin Date: May 15th and June 12th - You cannot start working until we receive proof of having applied for your Social Security Number. We suggest that you arrive a couple days earlier to register in SEVIS, arrange housing, and apply for Social Security.

Work End Date: August 27th - September 30th - All employees are required to give at least two-weeks notice of their final day of work.

Uniform: Uniform/dress code requirements must be adhered to in the restaurant. Uniforms that are considered appropriate as normal street wear will be furnished by the employee. Required uniforms that are not considered appropriate as normal street wear will be provided by the restaurant.

If you are a non-uniformed employee, you should use good taste in the clothing you wear to work. Casual wear that does not represent proper business dress is not acceptable. Your General Manager is the authority in your restaurant on all dress, accessory, and grooming questions. Failure to comply with this policy may result in discipline, up to and including termination of employment.

Housing: You should secure housing in Chicago upon receipt of this job offer. Your employer and InterExchange can provide you with housing leads.

Social security: All students must provide proof of having applied for Social Security before they can begin work. You also must provide us with your number as soon as you receive it.

Area Information: Harry Caray's Tavern is located on Chicago's Navy Pier--the most popular tourist attraction in the city. Exchange Visitors will be exposed to a wide variety of local, national and international visitors while working at our restaurant. Additionally, the location is convenient to all of Chicago's cultural and recreational opportunities (museums, parks, beaches, etc). www.navy pier.com