



- Restock drink station (straws, lids for cups, creamers, sugars/sweeteners, etc.)
- Restock front counter (16oz cups, Souvenir cups, toothpicks, etc.)
- Check coffee and teas (Brew more as needed)
- Check Margarita machines and Margarita back-up (Make more as needed)
- Wipe down the pass-through window and stock expo station with to-go supplies.
- Bring any stray pagers back to the front and place them back on the chargers.
- Stock the front with clean silverware.
- Restock front refrigerator (or tub) with bottled beverages.
- If needed, stock the front coolers with chilled schooner glasses.
- Fill Coke machine with ice.
- Wipe down and tidy up the drink station and Coke machine.
- Check lemons and limes (Cut more as needed)
- Wipe down dirty tables and trays with sanitizer water, or all-purpose cleaner.
- Take any dirty dishes and bus tubs back to dish to be cleaned, replacing the tub with a clean one.
- Check and empty trash cans, replace with new trash bags.
- Dump and refill sanitizer buckets with new towels.
- Spot sweep dining room (Check under those tables!)
- Restock bathrooms, and sweep/mop and clean as needed.
- Check glass doors/windows and clean with glass cleaner if needed.
- Enter in any credit card tips on the POS if needed/organize signed credit card slips.
- Verify completion of these duties with night cashier and/or MGMT, and complete any other requested duties.