



CATALYST RESTAURANT

HOST

Job Description

Catalyst is modern American cuisine restaurant located in Kendall Square searching for host to join their FOH team. The host reports directly to the Restaurant Manager and collaborates with all departments and team members as needed. He/she is expected to deliver excellent service while maintaining Catalyst service standards and health and safety practices.

Catalyst Restaurant is dedicated to creating a positive and enthusiastic work environment that cultivates creativity and hard work.

Job Requirements/Qualifications:

- Ability to multi-task and handle stressful situations
- Passionate about the hospitality industry and service
- Understand excellent service and the culture of hospitality
- Ability to develop positive relationships with guests and colleagues
- Treats guests and all team members with respect and professionalism
- Upholding the Catalyst vision statement and standards
- Cultivating a positive work environment
- Experience with OpenTable

Job Responsibilities:

- Provide excellent customer service
- Taking and confirming reservations via OpenTable
- Taking to-go orders as needed
- Answering the phones throughout the day
- Follow Catalyst steps of service
- Complete daily side work

Benefits:

- Paid PTO for Full-time Employees
- Medical and Dental Coverage
- 401K
- Catalyst is Closed for the Following Holidays (*unless a private event is booked*):
New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, Christmas