



Founded in 1865, the Tanglin Club is Singapore's leading private members' club with members from more than 60 countries. The Club offers a diverse range of social and sporting amenities in the exclusive Claymore district, along with reciprocal partnerships with over 130 outstanding private members' clubs throughout the world. The Club is also listed in the Top 100 of the Platinum City Clubs of the World 2022-23, which represents the finest clubs in the world that demonstrate excellence in all aspects of their operations. We are now looking for an individual to be part of our Team:

Banquet Captain

Your Job Responsibilities include, but are not limited to:

- Requisite and ensure that guest supplies are sufficient.
- Prepare and inspect set-up, decorations, menu, signage and mis en place prior to banquet events.
- Greet and usher guests in a courteous manner and be attentive at all times.
- Ensure that special requests, complaints, and demands of diners are promptly and effectively handled.
- May take food & beverage orders, pick up orders from the kitchen and serve them to guests.
- Clear soiled wares, etc. during or after meal and to clean and tear down set-up after banquet event.
- Ensure all bills are signed or settled.
- Maintain the banquet rooms and store in a pleasant, clean, and hygienic manner.

Required Qualifications & Experience:

- Minimum GCE 'N' level or NITEC Certification of any discipline and/or WSQ certification.
- Previous Food & Beverage experience in a similar environment will be an added advantage.
- Customer oriented with a pleasant disposition.
- Able to work split shifts, on weekends and public holidays.
- Respectful, team player who work cordially with peers and others.
- Self-driven to manage tasks assigned.
- Work well in a fast-paced environment.

Benefits:

- 5 days' work week.
- Meal allowance.
- AWS, Performance Bonus, Retention Bonus, CNY Ang Pow (Terms & Conditions apply).
- Uniform provided.
- Training and career progression opportunities.

Interest applicants, kindly submit a comprehensive resume with your notice period and expected salary to:

tcrecruit@tanglin-club.org.sg

Employability Partner: NTUC's e2i (Employment and Employability Institute)