



---

## Catering Captain – Ensemble Catering

At Olaya Events & Company, We Create Extraordinary Experiences.

It's more than a slogan, it's our purpose and we do it every day. There are long days and incredible challenges, yet when each event comes together there is no greater feeling than contributing to others' lives, whether it's a wedding uniting love and families or a corporate hosting, we are part of creating something larger than us. We want you to bring the determination, courage, and passion to everything you do to serve people. You will be expected to bring high level of attention to even the smallest details, to be your word and follow through on your commitments, to do the right thing, and to uphold team members in the highest regard. Our mission is to constantly improve ourselves, continuously raising our bar that we will inspire and lead by dominating the wedding and event market.

Together...we will knock people's socks off. We will make event planning stress-free. We will serve our clients so they feel like honored celebrities at their own event.

We will serve our clients, so they feel like honored celebrities at their own event.

### Overview of Main Responsibilities

- Direct staff at events and oversee all operations both front of house and back of house.
- Coordinate setup, break down and operations of the entire events on-site and off- site.
- Leading daily lineouts to discuss culture, values, BEOs and company announcements, ensuring all servers are actively involved.
- Act as on-site liaison and coordinate with clients, vendors and planners for on-site and off-site events.
- Review event BEO prior to the day of the event to ensure complete understanding of event requirements and culinary requirements and ensure all information is properly communicated to serving team.
- Maintain knowledge of all menus and ensure team and self are aware and following all policies and procedures.
- Complete other assigned duties when necessary.
- Follow Health and Safety practices at all times.
- Mandatory attendance for monthly departmental meetings.



## We Are Looking For Someone Who

- True Servant Leader – someone who is dedicated to their teams performance, goals and development.
- Someone who acts with uncompromising honesty and integrity. They do what is right even when no one is watching.
- Someone who has the initiative and the responsibility to make things happen. They are driven by personal values and avoid letting circumstances or conditions influence their behavior.
- Someone who knows how to handle difficult situations when they arise and can problem solve situations through confidence while inspiring team member to pull together.
- Someone who shows persistence and hardworking effort in order to create something extraordinary.
- Someone who has the awareness, perseverance, and determination to seek out feedback to become better. They are willing to grow and are humble enough to make those changes.
- Someone who can manage the catering operations for large events and is able to multi-task and coordinate with multiple individuals and teams.

## Qualifications

- 3-5 years of customer service experience, as a server or banquet captain.
- 1-2 years in a leadership or management position.
- Ability to lift up to 50 pounds.
- Comfortable with walking, standing, or bending for long durations.
- Food Handler's Card.
- Reliable transportation and Driver's License Required.
- Strong interpersonal skills and a yearning to please clients and their guests.

## Applying

Send resume to [ben@olayaevents.com](mailto:ben@olayaevents.com) and answer the following – What is the superpower that you will bring to this role?