

FOOD RUNNER – DAILY RESPONSIBILITIES



Delivering Quality, Speed, and Cleanliness Every Shift

What Is a Food Runner?

A Food Runner connects the kitchen and dining areas. They deliver dishes safely, quickly, and cleanly. They make sure food looks great and reaches the guest fast.

Key Points (bulleted):

- Team player between cooks and servers
- Focused on timing and presentation
- Keeps service smooth and organized

Why This Role Matters

Food Runners keep everything flowing.
Without them, orders slow down, dishes pile up, and
guests wait longer.
**You make the dining experience faster, cleaner, and
happier!**

What You'll Use Every Day

Service Tools:

- Medium, large & XL trays
- Service carts
- Tongs
- Napkins & silverware

Cleaning Tools:

- Gloves & sanitizer
- Polishing cloths
- Towels

Always wash your hands after every contact with food!

Shift Start

Before Service Begins

1. Set up the bar area
2. Prepare the kitchen area
3. Sanitize carts and trays
4. Stock utensils and napkins
5. Make sure everything is ready before guests arrive

During Your Shift

Stay Ready, Stay Fast

1. Keep your cart stocked and clean
2. Coordinate with cooks and servers
3. Know which orders go first
4. Polish glasses or help the bar when it's slow
5. Clean tables and take dirty dishes
6. Leave dishes in the right spot for the cleaning crew
7. Wash your hands after every food contact!

End of Shift

Closing the Day Right

1. Clean and polish all glassware
2. Leave silverware ready for the next day
3. Take out trash
4. Clean and organize kitchen area

Do's

- **Arrive on time**
- **Keep your uniform clean**
- **Follow hygiene rules**
- **Be polite and helpful**
- **Stay proactive**
- **Be careful with allergens**

Don't's

- **Dirty uniforms**
- **Headphones**
- **Chewing gum**
- **Arguments or conflict — always tell a supervisor**

Key Takeaways

Being a Food Runner means:

- **You move fast**
- **You stay clean**
- **You support the whole team**
- **You make guests happy**

Service doesn't start in the kitchen — it starts with you.

**We're So
Glad You're
Here With Us!**

