



Part time Catering Assistant
based in Painswick, Gloucestershire
Permanent variable hours role

Role summary

Our team of part-time Catering Assistants are responsible for supporting the smooth running of the café operation. Thriving in a busy environment, our Catering Assistants enable food and drink to be served safely and efficiently, ensure a high standard of presentation and provide support with operating processes as required.

Occasionally situations may arise that require the post holder to perform other duties or tasks as may be reasonably requested.

Key responsibilities

- serve hot and cold food and drinks as required, providing a friendly and efficient welcome to café visitors.
- work safely to ensure that the catering function complies with current legislation and maintains its 5* Food Hygiene rating.
- handle payments carefully and accurately.
- ensure a high standard of presentation in the servery and café, including clearing and cleaning tables and helping with food presentation.
- ensure stock levels are maintained in the servery, moving stock and hardware as required.
- be part of achieving income and profitability targets.
- assist with practical maintenance of the catering facility as required, including cleaning and care of equipment.

- work effectively with all departments to ensure the catering function operates efficiently with and collaborates well with other departments and areas of the wider organisation.
- be prepared to manage and resolve feedback, taking a proactive approach to ensure that customers have a consistently great experience.
- take reasonable care for the health and safety of themselves and of others who may be affected by their acts or omissions at work.

In addition, all employees are expected to work within the terms of their contract of employment.

Person specification

	Essential	Desirable
Qualifications and Experience: Food Safety Level 3 or equivalent Experience of working in a busy catering environment Experience of working as part of a small team, under pressure Experience of using an ePos till system Barista experience First aid qualification	X	X X X X X
Personal Qualities: Well-organised and confident A natural communicator Amiable and agreeable Dependable and professional Effective working as part of a team Able to work effectively unsupervised Excellent attention to detail Caring yet efficient	X X X X X X X X	

Hours of work

Variable. Will include weekend working.

Place of work

Painswick Rococo Garden.

Salary

We are a Real Living Wage employer – rate will be at least RLW minimum, depending on age and experience (currently £10.90 per hour for workers aged 18+)

Plus discretionary benefits including free admission and lunch.

Holidays

28 days paid holiday pro rata (including bank holidays) per annum.

References

Two professional references may be requested, including one from a current or most recent employer.

Probation period

Two weeks

Notice period

One month

Line Manager

Catering Supervisor

*Dominic Hamilton
24 August 2023*