

Catering Assistant

Responsible to: Kitchen Manager

Hours available: Mon-Fri 9.30am – 1.30pm

Purpose: To prepare food, serve customers and be involved in conferencing events.

Summary of Duties:

- Prepare and serve snacks, meals and refreshments.
- Handle small amounts of money, using a till system.
- Participate in keeping all areas of the kitchen and table areas clean and tidy.
- Clear tables after use.
- Assist staff with additional duties at busiest times of the day.
- Assist staff members during the set up of conferencing events, as required.

The Role:

This role is well suited to those who are able to work well with others.

Being trustworthy and reliable is also essential.

This is a great opportunity to gain experience of working within a hospitality/catering environment.

You will also have the chance to socialise and meet new people.

A 'Basic Food Hygiene' certificate is advantageous but not essential.

Please note: Any tasks carried out by a volunteer outside of the above guidelines, are done so at their own risk.