Front of House & Kitchen Help

Front of House:

Liaising with the Café Supervisor/Chef to ensure the smooth running of the Café each day

Setting up procedures before the café opens

Welcoming, seating and serving customers in a timely manner

Taking orders and bookings for meals

Ensuring tables are cleared and cleaned promptly

Operating the barista coffee machine and preparing other drinks

Serving cakes and other food not required to be prepared in the kitchen

Handling money and operating the cash register and card payments

Monitoring appropriate stock levels of consumables and cleaning supplies

Helping in the kitchen with washing up and any other duties in busy periods

Vacuuming the café floor at the end of the day

End of day cashing up and maintaining the float levels

Ensuring the toilets are cleaned and soap and towel levels are maintained daily

Overseeing and training of any café front of house staff

Assisting with out of hours buffets and Diocesan suppers

Assisting with out of hours publicity events

Any other duties as maybe required that are appropriate to this post

Kitchen Help:

Assisting the Café Supervisor, which will include:

Food preparation

Maintaining a hygienic working environment

Plating up meals

Washing up & using the dishwasher

June 2022