



Catering Assistant

Job Description

Hours: 8.00am – 2.00pm (6 hours), Monday to Friday with some occasional weekend/evening work. £9.90/hour.

Café Artysans in Strothers Lane, Inverness, is owned and operated by the Calman Trust charity as a working environment in which young people can develop the skills for future employment. The Catering Assistant is part of the Café Artysans Kitchen Team with responsibility for supporting production and delivery of the outside catering and events service. In this role the Catering Assistant will be expected to provide an excellent service to our customers and help to support the young team.

Job Role:

- Assist the kitchen team in catering production and delivery
- Support the service through assisting with basic food preparation
- Deliver daily supplies to the Inverness Justice Centre
- Maintain the schedule for customer orders
- Support the Café Artysans wider team, if required
- Present the food nicely when delivering to an event
- Represent the work of Café Artysans and Calman Trust in communication with customers

Requirements:

- Basic knowledge of food safety and food preparation
- Ability to follow directions and manage a schedule
- Ability to work as part of a team
- Reliable, with good time-management
- Good customer service and communication skills
- Excellent planning and organisational skills
- Good personal presentation
- Moving and handling ability
- Food Hygiene Certificate (can be attained on the job)
- Evidence of trustworthiness and willingness to take responsibility in the role

Essential:

- Full clean driver's license (for insurance purposes, must be aged 25 or over)
- Recruitment will include application for PVG membership (safe working with young people)

Application Process: Send CV and cover letter to recruitment@calman.org

This post is assisted initially through Highland Council HERO Scheme www.highland.gov.uk/hero but has the potential to be extended once the scheme comes to an end.