

Job Vacancy at Café Artysans

Catering Assistant

Location: Café Artysans, Inverness

Time of attendance: Monday to Saturday, 6 hours per day, subject to rota

No of references: 2

Hours (per week): 30

Shifts/rota: 5 days out of 6

Salary (£/hr): £9.90 per hour

Job description

- Provide excellent customer service at all times, giving the customer a positive impression
- Delivering catering order to customers, using the Café Artysans delivery van
- Assisting the kitchen and front of house teams in the preparation of catering deliveries
- Supporting the service by assisting with basic food preparation
- Serving Café Artysans customers and communicating orders to kitchen staff
- Setting up catering events, and being responsible for customer service where required
- Represent the work of Café Artysans and Calman Trust in communication with customers
- Supporting the Café Artysans Front of House team in service to customers
- Support the Café Artysans team in ensuring that catering van, cafe, toilet and catering areas are all kept clean

Person specification

- Ability to work as part of a team
- Good customer service and communication skills
- Reliable, with good time-management
- Able to follow instruction and work on your own once shown how to do a task
- 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
- Willing to be flexible to respond to managers' requests

Additional information

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

PVG/disclosure requirements

Required - can start subject to a successful Disclosure/PVG scheme membership