



## **Role Profile | Catering Assistant**

**Office location** | Wentworth Woodhouse, Wentworth, Rotherham, S62 7TQ

**Hours of work** | Various hours

**Salary** | £10.42 per hour

**Responsible to** | Catering Supervisor

### **Role Purpose**

A passionate Catering Assistant with a focus on exceptional service. To work within the food, beverage and hospitality outlets across the site at Wentworth Woodhouse.

Reporting to and working closely with the Catering Supervisor as part of a team delivering to targets whilst ensuring good quality and customer service throughout.

### **Role Duties**

- Deliver excellent customer service
- Serve drinks, cakes and food from the tea room, and as part of hospitality delivered on site
- Basic food preparation
- Serve food from the kitchen
- Clearing and cleaning of tables
- Washing dishes and general cleaning
- Till operation and cash handling
- Undertake any other relevant duties as required.

### Person Specification

Please see the criteria expected of the role below.

| Factor                     | Criteria  | Essential or Desirable |
|----------------------------|---|------------------------|
| <b>RELEVANT EXPERIENCE</b> | Willingness to work in a busy food service environment                      | Essential              |
|                            | Experience of working in a busy food service environment                    | Desirable              |
|                            | Barista experience  | Desirable              |
| <b>QUALIFICATIONS</b>      | Level 2 Food Safety   | Desirable              |
| <b>PERSONAL ATTRIBUTES</b> | Smart appearance and confident in dealing with the public                   | Essential              |
|                            | Excellent communication and people skills                                   | Essential              |
|                            | Ability to manage a number of tasks and remain calm                         | Essential              |
|                            | Demonstrate great customer service  | Essential              |
|                            | The ability to follow instructions but also act on own initiative           | Essential              |
|                            | Respect the wider team  | Essential              |
| <b>WORK CIRCUMSTANCES</b>  | Able to work flexible hours, including evenings, weekends and Bank Holidays | Essential              |
|                            | Awareness of the implications of social media in a workplace                | Essential              |

Job Description Approved By: \_\_\_\_\_

Date: \_\_\_\_\_