



## Job Description

<b>Title</b>	General Customer Service Assistant
<b>Short description</b>	Catering Assistant, using till
<b>Company</b>	Staff Restaurant Facility
<b>Base</b>	Based at Launceston
<b>Reporting To</b>	Restaurant Manager
<b>Salary</b>	£7.00 to £8.00 per hour

### Job purpose

To provide self-service catering support and customer service in a small team at the weekends. With the opportunity for further hours if required.

### Key tasks

*Based in Staff Restaurant Kitchen//Front of House*

- Maintaining stock of cutlery/crockery/condiments/for front of house.
- Delivery of cash handling till service at point of sale.
- General use and maintenance of industrial dishwasher. Making sure it is cleaned at appropriate times, items put through dishwasher are rinsed and removed clean and put away in correct area for front of house and kitchen staff.
- Packing away deliveries from suppliers, replenish vending machines and other fresh areas for delivery of items like confectionery and sandwiches.
- Maintaining the cleaning of some of the chef's equipment like pots and pans.



- An interest in maintaining a very clean and tidy standard in the staff seating area. Keep floors/tables/staff microwave areas clean, and flag up maintenance or damage to those areas for attention.

### Personal appraisal

- A very early start Saturday 6.30am to 3.00pm // Sunday 6.30am to 1.30pm.
- Ability to manage your own shift working with the other staff led by a chef/manager.
- Good communicator
- Open and friendly personality within a busy environment.
- Happy to work perhaps other days on occasions to cover holiday and sickness, but not essential to flex up hours if other commitments.
- 16-18 hours per week at week-ends.

### Salary and Working hours

- £7.00 to £8.00 per hour depending on experience.
- Paid Annual Leave 20 working days pro-rata part time hours.
- HOURS – 16-18 – more if desired.
- Parking and uniform

### Training

Full training is given by the company, for itemised till, kitchen equipment, and food safety.

### How to apply?

For an application form and job description please contact **Angela Stuart** at **A S Recruiting Ltd** via email [angela@asrecruiting.co.uk](mailto:angela@asrecruiting.co.uk) or Telephone on **01579 370488** or **07747 022148**.

Please quote Job Reference Number **AS/4897**

### Closing date for application

Friday, 1<sup>st</sup> June 2018

*Interviews with the agency, week commencing, Friday, 1<sup>st</sup> June 2018, and a trial shift and interview from 9th June 2018.*



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**A S Recruiting Ltd**  
Fernleigh, Bray Shop, Callington, Cornwall, PL17 8PZ  
**Tel** — 01579 370 488  
**Mobile** — 07747 022 148  
**Email** — [info@asrecruiting.co.uk](mailto:info@asrecruiting.co.uk)