



Job Description

Title	Catering Service Assistant
Short description	General Catering & Service Assistant
Company	Self-Service Contract Catering
Base	Based in Launceston
Reporting To	Food and Beverage Supervisor/ Manager
Salary	£4.35 - £8.21 per hour depending on experience

Job purpose

To provide Saturday and odd evening kitchen support and customer service in a small team part time between approximately 9.00am and 5.30pm (5 in 7 days – to include Saturday if more hours worked during peak time such as school holidays).

Key tasks

- **Dishwashing:** All dishes, ranging from pots and pans to the cutlery, using an industrial dishwasher.
- **Delivery Organisation:** Receiving deliveries and ensuring that deliveries are organised once in the kitchen.
- **Storage Management:** Storage must be organised so that all ingredients are easily accessible.
- **Waste Removal:** Empty all trash bins and ensure that all waste is disposed of promptly and correctly for recycle.
- **Basic Food Preparation:** If the kitchen is extremely busy, kitchen staff may require you to perform basic supervised food prep.
- **Material Collection:** Assist the chef if they need materials or ingredients.
- **End of the Day Clean Up:** Once a kitchen is closed, assist in cleaning to make sure that the kitchen is ready for the next day.
- **Equipment Maintenance:** Ensure all equipment is cleaned and maintained.



- **Ensuring a Safe Environment:** Ensure a safe environment by effectively cleaning all cookware and cooking surfaces.
- **Waitressing** including delivery of food to table inside and out.
- Must be able to plate up to keep the restaurant area clean and tidy at all times.
- Delivery of **cash handling** till service or card service at point of sale.

Personal appraisal

- Part time hours – 16-20 hours per week (5 in 7 days – to include Saturday).
- Ability to manage your own shift working with the other staff led by the Food and Beverage Supervisor/ 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.
- Candidates must have their own transport if need to drive into Launceston or live locally and walk to work.

Salary and Working hours

- £4.35-£8.21 per hour depending on experience.
- Paid Annual Leave 20 working days pro-rata part time hours.
- HOURS –16.00 minimum – more if desired.
- Cafe-restaurant, waiting service, till use, shop/retail sales.

Training

Full training is given by the company, for certain tasks.

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 or Telephone on **01579 370488** or **07747 022148**.

Please quote Job Reference Number **AS/3461**

Closing date for application

Thursday, 16th June 2019



A S Recruiting
Your future is our future

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