

JOB DESCRIPTION

Job title	Event Staff (casual)		
Grade	n/a	Salary	£min. wage
Department	Catering & Events	Location	Café No.8 Event venues
Reporting to	Event Supervisor		
Responsible for	n/a		

Purpose and objectives of the role

We currently have vacancies for our pool of Event Staff to join our well-regarded Catering & Events team. Reporting to the Event Supervisor, you will serve our customers to expected company standards. Your work will be an important factor to our customers' contentment. The ultimate goal is to expand our clientele and reputation to ensure long-term success.

Main duties and responsibilities

- To prepare and serve food and drink, in accordance with the health and hygiene regulations to meet the daily needs of the customers and staff
- Till operation, food service, customer service, cleaning tables, dishwasher operation, coffee machine operation and general cleaning duties as required
- To maintain the kitchens, bins, dining areas, floor areas, tables and all other catering related areas, to the highest standard of cleanliness
- To report to the Event Manager/Event Supervisor any matters of concern
- To communicate efficiently and effectively in a friendly and positive manner with visitors and other members of staff and management to create a pleasant atmosphere at all times
- To ensure a clean and tidy appearance whilst representing the company at work
- To undertake staff training which, from time to time, may be determined
- Work with other staff as a team
- Work diligently to achieve outstanding service quality
- Any other duties reasonably requested

Special Requirements

- Proven work experience as a server, wait staff member etc. *(cont.)*



- Ability to build relationships with colleagues and customers and ensure mutual satisfaction
- Customer-oriented and planning skills
- Outstanding people skills
- Patient and friendly with demonstrated experience in problem solving
- Ability to work well under pressure and in a fast-paced environment
- Willing to work a flexible schedule