# PCCLogo-Landscape

# EMPLOYEE

## SPECIFICATION

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| **Directorate: Communities and Environment** | **Section: Avenham Pavilion Cafe** |
| **Post No:****ENPS01040** | **Designation:****Casual Cafe Assistant**  | **Grade: FLW £12 an hour**  |

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| **Qualification:****D** GCSE Maths and English at Grade C or above or equivalent**D** Level 2 Food Hygiene Certificate |
| **Knowledge/Skills/Abilities:****E** High level of enthusiasm, energy and commitment **E** Helpful and polite to the public at all times**E** Excellent customer service skills**E** Ability to stay calm and cope under pressure**E** Have the ability to undertake simple cash handling**E** Ability to pass on information about menus and food ingredients**E** Preparing basic hot and cold foods**E** Ability to assist with setting up café and counter, before during and end of day**E** Help with general cleaning and tidying**E** Ability to undertake lifting and handling of equipment (with the appropriate training)**E** To be self-motivated**E** Aware of Food Safety and Food Hygiene (training available)**D** Knowledge of stock control**D** Experience of till and chip and pin operation |
| **Experience:****E** Experience of dealing with the public**D** Experience as a barista in a busy environment (training available)**D** Experience of working in a café or other customer-facing role |
| **Special Requirement:****E**  Be willing to undertake appropriate training**E** Be of smart appearance**E** Have a pleasant and courteous manner**E** Be willing to work extra hours to cover holidays, sickness, etc and to work alone during lunchtimes and other occasions **E** Able to work Monday – Sunday daytimes  |
| NB E Essential D Desirable |