

Role Profile: Catering Assistant/Barista

Salary: £12.00 per hour

Location: Media City.

Shift Patterns: 5 out of 7 days (include occasional weekends)

About us:

We are a dynamic team at the heart of Media City, providing top-quality food and beverage services. We are seeking a motivated and enthusiastic Catering Assistant/Barista to join our growing team. If you're passionate about great service, love food and coffee, and thrive in a team environment, we'd love to hear from you.

Key responsibilities:

- Assist in the preparation of salads, sandwiches, and snacks, ensuring high standards of hygiene and presentation.
- Portion ingredients and prepare food according to the menu and dietary requirements.
- Follow all food safety and hygiene regulations while handling ingredients and equipment.
- Ensure the dining and serving areas are clean, organised, and well-presented.
- Set up and arrange tables, chairs, tableware, and utensils for meal service.
- Stock and restock food, beverages, and supplies as necessary throughout the day.
- Prepare and serve a variety of hot and cold beverages, including high-quality coffee and specialty drinks.
- Operate the coffee machine and other equipment, ensuring consistent drink quality.
- Engage with customers, providing product recommendations and personalising orders.
- Maintain cleanliness by washing equipment, crockery, and cutlery, ensuring the kitchen and dining area meet health and safety standards.
- Collect rubbish, dispose of waste properly, and ensure recycling procedures are followed.
- Assist with receiving and checking deliveries to ensure accuracy and quality.
- Organise stock in the kitchen and storage areas, ensuring proper stock rotation and reducing waste.
- Monitor inventory levels and notify supervisors of any shortages or supply issues.
- Create a friendly and welcoming environment for all customers.

- Handle customer inquiries, special requests, and complaints professionally and efficiently.
- Ensure that customers feel valued and provide service with a positive, helpful attitude.
- Collaborate with colleagues and supervisors to ensure smooth daily operations.
- Attend team meetings, contribute ideas for service improvement, and engage in training as required.
- Work closely with kitchen and front-of-house staff to maintain an excellent customer experience.

What we are looking for:

Experience:

Previous experience in a similar catering or barista role is preferred but not essential; full training will be provided.

Skills:

- Strong attention to detail and a commitment to high standards of hygiene and presentation.
- Excellent communication skills and a customer-focused attitude.
- Ability to work efficiently in a fast-paced environment, both independently and as part of a team.

Personal Qualities:

- A positive, proactive, and approachable attitude.
- Flexibility to adapt to different tasks and work shifts as required.

Benefits:

- Opportunity to work in a vibrant and exciting location at Media City.
- Ongoing training and development opportunities.
- Supportive and collaborative team environment.
- Staff discounts on food and beverages.

To Apply:

To apply, please send a copy of your up-to-date CV to **Roman.dibden@riseupuk.org**. If shortlisted, you will be invited to meet with the team for an informal chat to discuss the role in more detail.