

Job Description: Food Service Assistant



Function:	Universities
Position:	Food Service Assistant
Job holder:	
Date (in job since):	
Immediate manager	Retail Manager (Assistant Manager)
Additional reporting line to:	Account Manager
Position location:	Solent University

1. Purpose of the Job

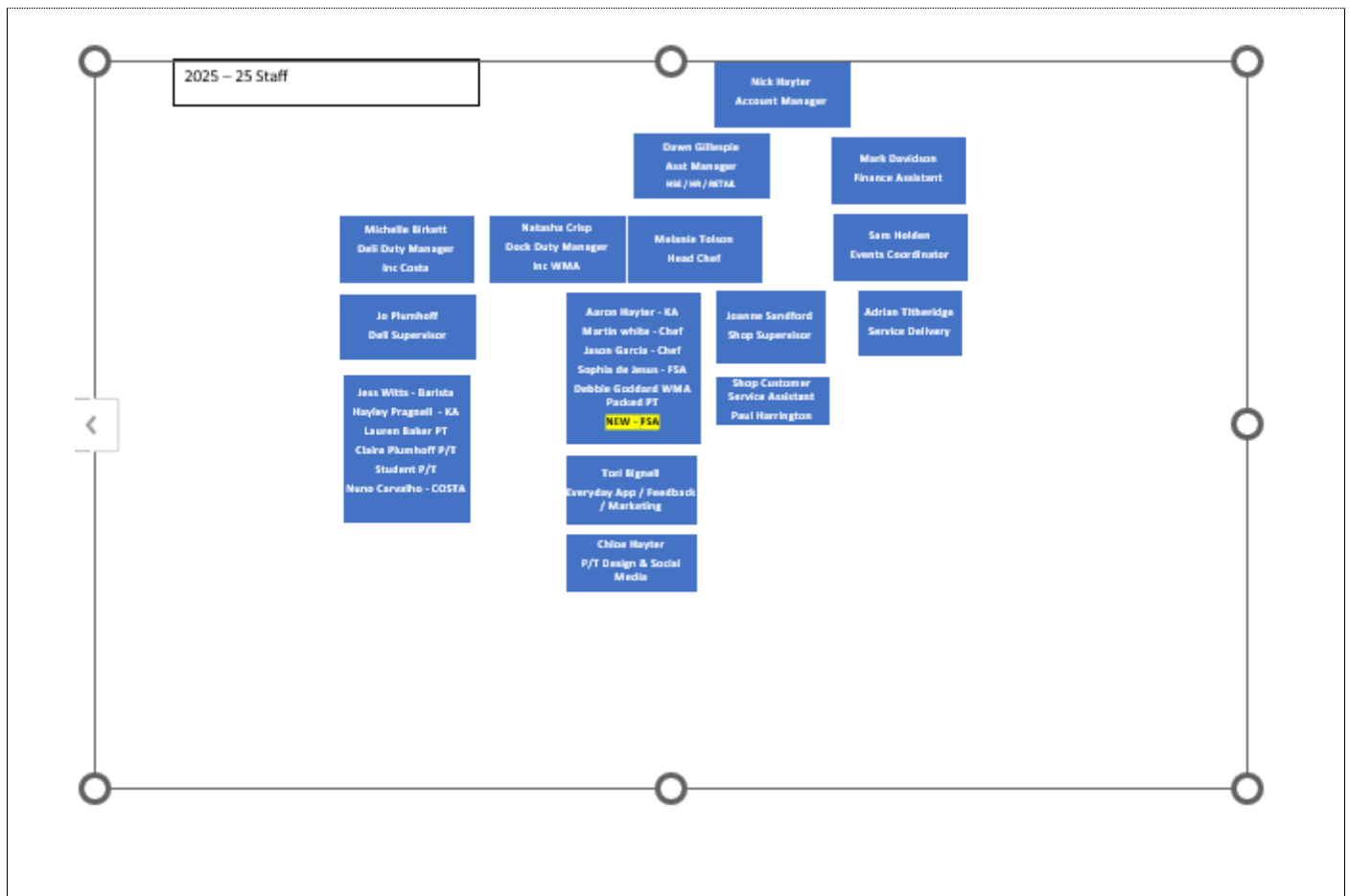
Support of front and back of house restaurant services, ensuring excellent customer service and provision of service officers.

▪

2. Dimensions

Revenue FY19				
Characteristics - Student - Staff and Public clientele				

3. Organisation chart -



5. Main assignments – Indicate the main activities / duties to be conducted in the job.

- General Food Production
- Food Service
- Cleaning of Responsible Areas
- Customer Service
- Reporting into Head Chef and Restaurant Manager

6. Accountabilities –

- Working with the Kitchen and Front of House Team
- Basic Food Production and Item construction
- H&S and Food Safety – daily management
- Cleaning

7. Person Specification

- Honesty. In public relations, your reputation is key.
- Knowledge and research
- Relationship-building skills. ...
- Multi-tasking in a high-pressure work environment.
- Attention to detail.
- Adapts to change.
- Strategic thinking.
- Must be able to multitask.

8. Competencies –

▪ Basic Food Preparation			▪
▪ Adaptability			▪
▪ Can work under pressure			▪
			▪

9. Management Approval –

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Document Owner			