



## Position Description – Café Attendant

**Job title:** Café Attendant

**Work Location:** 1491 E State Rd 434, Winter Springs, FL 32708

**Department:** Food Services

**Reports to:** Food Services Director

Full-time

Part-time (12-15 hours per week)

Exempt

Non-Exempt

### Essential Duties and Responsibilities:

- Performs the basic customer service tasks of taking the customer's orders, processing payment and delivering food or beverages.
- Bus and clean the café area
- Restock the utensil counters,
- Lift and handle boxes and canisters of product
- Assist with preparing the food and drinks
- Assist the kitchen staff in food preparation and washing of dishes and pots, skillfully operate the dish washing chemicals and allocate and keep clean utensils, dishes, and posts.
- Adhere to proper food handling techniques and properly balance time use, material and equipment to avoid unnecessary expense and waste.
- Maintain the acceptable personal hygiene standards and comply with the department required dress code.
- Strictly follow safety regulations.
- Attend any in-service trainings and education sessions that are assigned to this position
- Performs other related duties as assigned.

### Education and/or Work Experience Requirements:

- Demonstrated maturity and has a full understanding of the vision of The Foundry Church and the Food Service Department vision
- Must demonstrate the ability to be attentive and have a proactive demeanor.
- Must be able to complement work in customer service by providing a clean, pleasant, well-furnished environment that invites the customer to enjoy themselves all the more

### Physical Requirements:

- Ability to safely and successfully perform the essential job functions consistent, including meeting qualitative and/or quantitative productivity standards.
- Able to lift up to 50lbs.
- Ability to maintain regular, punctual attendance

### General:

- This is a Sunday – Thursday position (Breakfast – Lunch)
- Must be able to work additional shifts as needed for events.
- May require some weekend work

**Print Employee Name:**

**Employee signature:**

**Date:**