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Newcastle
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North Tyneside
Council

Employer: JET Jobs Education & Training

Vacancy: Catering Assistant

Hours: up to 30 hours per week

Salary: £12.21 per hour – Meets Min National Wage

Working pattern: Monday to Friday between 8am and 3pm

Number of vacancies: 1

Job summary

The role of Catering Assistant will be varied and this will be an exciting and rewarding opportunity in a supportive environment.

Main responsibilities/duties (the following duties are an example of what the role will entail):

- Preparing, cooking and serving food and drink for the café customers.
- Dealing with enquiries from both internal and external customers.
- Maintaining a clean and safe kitchen environment and personal facilities.
- Working with the café manager to design menus.
- Making and receiving orders and deliveries from suppliers.

Essential skills, experience and qualifications

What do we expect to see from you?

This is a starting role, so we don't need qualifications or experience... that's what we're here for. But there are a few key behaviours and skills we want to see from our candidates; and these are ones that if you possess and can demonstrate; you will make this work placement a real success!

- A commitment to own learning and development and ready to complete the training on offer.
- Demonstrate a positive attitude and ability to take initiative.
- To be friendly and approachable.
- Ability to work well as part of a small team.
- Ability to demonstrate customer care and to be polite and courteous.
- Able to follow instructions and health and safety guidelines.

	<ul style="list-style-type: none">• Good communication skills.
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