

Volunteer Role Description

Catering Assistant



SUPPORTING THE COMMUNITY THROUGH
ADVICE, SUPPORT & SERVICES

Report to: Catering Manager

Role Summary

Volunteer will be closely assisting the Catering Supervisor and staff with a range of tasks in the Café areas.

Key activities:

- Preparation of hot and cold food
- Keeping the kitchen area clean and tidy
- Observing the kitchen rules and regulations regarding health and safety/food hygiene
- Serving customers and waiting on tables
- Keeping the serving area and Café clean and tidy including clearing and cleaning tables
- Using the till and writing receipts when required

Skills required:

- Basic Record Keeping
- Communication skills
- Able to work with others
- Able to use initiative
- Some experience of cooking and food preparation

Volunteer requires enhanced DBS disclosure and a Food Hygiene certificate, which The Healthy Living Centre can arrange.

There may be opportunities for supported training and development depending on the person and their interest.

This Role Description is an overall activities list and does not form any part of a contract of work.

Last updated: March 2017