

Service Staff

We are looking for hardworking and enthusiastic people to join our team. We host a diverse range of events and the job role will include the service of beverages from the bar, food service and minor food preparation. You must be prepared to work in a variety of roles to ensure the successful execution of all events

Reports to: Events manager/Duty Manager

KEY TASKS AND RESPONSIBILITIES:

- To assist in setting up the venue in preparation for client events
- To serve guests drinks and provide food service to the table or from a buffet station
- To use the computerised till and stock control system for charging for all drinks
- To undertake cash handling procedures and process credit card payments
- To clean glasses and replenish stocks throughout the event
- To help maintain the cleanliness of the bar and cellar areas
- To comply with all aspects of the Licensing Act particularly pertaining to sale of alcohol to underage drinkers; to help ensure that inebriated guests are not served additional alcohol
- To clear tables and help maintain clean and tidy work stations both front and back of house
- To ensure food hygiene regulations are complied with particularly regarding separation of prepared and waste food, temperature records, personal and work station hygiene
- To ensure that no personal action or undertaking whilst working at Trinity Park places the Association's public entertainment licence at risk
- To work as a member of the Events Team undertaking any reasonable requests within the events context.
- Must have a neat, tidy, clean appearance with long hair tied back, no excess jewellery or body piercings worn during working hours.

PERSON SPECIFICATION, KEY ATTRIBUTES AND SKILLS:

- Ability to work flexible hours
- Own transport available for working late shifts
- Positive attitude to customer service
- Physically able to lift heavy boxes and work on their feet for extended periods of time

Please send your CV and a covering letter to charlotte.rossiter@trinityparkevents.co.uk