



EMPLOYMENT JOB SPECIFICATION: FOOD & BEVERAGE ASSISTANT

CLERMONT LODGE: 2339 P Tshabalala Avenue, Clermont - Durban

1. Requirements

- Matric
- Work experience, preferably in the Food & Beverage industry
- Zulu or Xhosa speaking and English
- Preference would be given to candidates within the Clermont Area and Surroundings

2. Job key attributes

- Customer Service and Sales
- Cleanliness and hygiene
- Cooking and braai-ing
- General Administration

3. Duties:

3.1 General duties of an assistant

- Handling of cases and storing beverages to the fridges
- Check availability of stock and report to manager
- Minimize rotting food
- Prepare, dish and sell food
- Sell beverages
- Ensures that food cooked is always appealing to the eye and customers always enjoy
- Works efficiently and quickly to serve the customers and should not be too long lines with slow service
- Ensure that bottles or glasses are charged deposits from customers
- Ensure that empty cases are not all over lodge but kept neatly and in one designated area
- Cleanliness to be a top priority, cleaning floors, dishes, pots, fridges etc.
- Correctly capture speed point slips and pasted on the slips book provided.
- Records all money made during the shift and put to a safe place related to the kitchen and beverage department
- Treat customers with respect and that customer care is always at its highest level
- To take charge / responsibility for Health & Safety of himself or herself as well as fellow employees
- Undertake any other duties as may be required from time to time.