

TRFC – JOB DESCRIPTION



Job Title	Cowsheds Kiosk Catering Assistant
Department	Matchday
Based at:	Prenton Park & on location
Reports to:	Cowshed Catering Manager
Responsible for:	N/A
Hours of work:	Matchdays, Ad Hoc, Casual
Hourly Rate:	NMW for age range
Contracted status:	Casual
Job role:	Catering staff are primarily responsible for preparing food to deliver a basic match day menu, ensure work load is distributed throughout the team to prepare the food in a timely and safe manner, and ensure speed of service through busy periods.
Duties and responsibilities	<ul style="list-style-type: none"> • Prepares all menu items using standard facility equipment ensuring quality and efficiency and customer satisfaction. • Maintains the cleanliness of the kiosks to meet or exceed Health Department standards for cleanliness, food handling and sanitation. • Ensures the neatness, cleanliness and orderliness of the facility by sweeping, mopping, stocking shelves, removing rubbish etc. • Stores and rotates all products properly (Properly stores, labels and dates all products. • Ensures that all items meet or exceed food safety standards. • Regularly performs temperature checks and reports any variances to management. • Presents a clean-cut, neat and professional image. • Properly maintains and uses all equipment per manufacturer's and company specifications. • Exhibits and encourages proper hygiene and sanitary habits. • Re-stock condiment area and make sure everything is neat and clean. • May supervise and organise small team to produce an efficient service to fans • Performs other duties or roles as assigned by management. • Prepare customer orders & Serving alcohol • Complete opening and closing checklists. • Kitchen experience preferred • Willingness to be a team player and hard worker & Must be friendly and outgoing.

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	<ul style="list-style-type: none">• Able to communicate clearly with customers and other team members.
Skills and knowledge required:	<ul style="list-style-type: none">• Communication skills• Experience of working under pressure including managing a workload at busy times• Developing an understanding of customer needs and using this knowledge to improve the business.
DBS check required:	None required

The document is a guide only and should not be regarded as exclusive or exhaustive. It is intended as an outline indication of the areas of activity and will be amended in the light of changing needs of the business.

How to apply

To apply, please email your CV and covering letter or an expression of interest form to recruitment@tranmererovers.co.uk

Equality and Diversity

Tranmere Rovers FC is committed to the principle of equal opportunity in employment and its employment policies for recruitment, selection, training, development and promotion are designed to ensure that no job applicant or employee receives less favourable treatment on the grounds of race, colour, nationality, religion or belief, sex, sexual orientation, marital status, age, ethnic and national origin, disability or gender reassignment.

Safer Recruitment

Tranmere Rovers FC is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. The successful applicant will be required to undertake appropriate safeguarding checks as well as providing proof of right to work in the UK.