

JOB TITLE:

**Community Centre Worker (Part-Time)**

PURPOSE OF THE JOB:

The community centre worker will be based in the café working 19.5 hours per week; The role of the community worker will include food preparation, food service, cash handling, locking up, Answering calls, cleaning and helping the community with their queries. Candidate will be expected to work some evening and weekends.

DUTIES & RESPONSIBILITIES:

- Food preparation
- Serving customers
- Cash handling
- Room Booking
- Locking up
- Menu Planning
- Ordering Stock
- Drink Service
- Cleaning

CANDIDATE:

The ideal candidate should have catering experience and be creative when it comes to food preparation, He/she must be self-motivated, have good people skills, be a team player, be flexible, menu planning and have experience of the Lesbian, Gay, Bisexual and Transgender Community.

REPORTING TO:

Centre Co-ordinator

WORKING HOURS:

19.5 hours per week

SALARY:

€8.65 per hour

BENEFITS & PERKS:

Reduced Rate Gym Membership

PROBATION:

3 months

START DATE:

28<sup>th</sup> September 2010

CLOSING DATE:

10<sup>th</sup> September 2010