



Job Title:	Front of House Assistant (Multiple Roles available. Fixed Term 8 weeks, start date: Sunday 3rd July 2022)
Job Purpose:	Alongside the Catering Team, to assist with front of house duties at regular meal service and special events over the Summer period
Location:	Ridley Hall, Cambridge, CB3 9HG
Reporting to:	Executive Head Chef
Working Relationships:	Catering Department, other Ridley Hall Staff and Students
Working hours:	25 hours per week Normal hours shift either 0600-1400, or 1200-2000 over a Monday – Sunday Rota Extra hours may be required during busy periods
Remuneration:	£9.50 per hour

Main duties include but are not limited to:

- Responsible for maintaining a welcoming and professional front of house for all visitors dining at Ridley Hall.
- Ensuring the standards and procedures of the Catering Department are upheld at all times.
- To assist with dining hall preparations, serving food and drinks, and clearing tables.
- Assisting diners to their tables, ensuring guests have everything they need throughout service.
- Clearing and cleaning dining hall and associated catering areas following events.

Experience and Training:

- Experience of working in a front of house position, or customer facing role in a public setting.
- To have a good understanding of front of house hygiene and expectations

Personal Qualities and Attributes:

- Self-motivation and the ability to meet deadlines
- A team player: able to work effectively with all members of the college community
- Willingness to adopt a flexible approach to tasks where necessary
- Reliable and enthusiastic

Details of employment

- Front of House Assistant will be based at Ridley Hall, Cambridge CB3 9HG
- The role will be paid at £9.50 per hour
- Annual paid leave entitlement is 25 days (accrual will be calculated pro rata)

Application process

Please submit a CV and Cover Letter to Howard Milton (Executive Head Chef) by email:
hgwm3@cam.ac.uk

If you have any questions about the role, please call: 01223 741 073

Deadline for applications: 10th June 2022