

Position Description

Job Title:	Barista / Café Worker
Job Description:	This role is suited for a professional who can prepare and sell food and beverages at our HappinessFirst Cafes. They make sure the cafe is clean and tidy and ensure money and products are accounted for. Suits a person who has good customer service and communication skills, is reliable, has a happy disposition and is well presented.
Type Of Employment:	Casual
Report To:	Cafe Management
Location:	Rosebud and/or Mornington Cafe
Main Duties / Responsibilities:	<ul style="list-style-type: none"> ● Greet, prepare, service, and take guest's orders for beverages and/or food in a friendly, happy, courteous, professional and timely manner to ensure complete guest satisfaction. ● Updating signage and displays to attract guests. ● Ensure coffee is made and delivered in a timely matter to a high standard ● Maintain stock levels of all beverages and display fridge food. ● Learn about brewing methods, beverage blends, food preparation, and presentation techniques to improve food quality. ● Clean and restock work and dining areas, emptying trash and sanitize equipment and utensils. ● Support all Food Safety and Health & Safety requirements. ● Work as part of a fun, happy, enthusiastic, high-energy team. ● Clear away & wash used dishes and cutlery from tables; clean and prepare tables ● Clean cafe equipment such as coffee grinders and coffee machines ● Order food/stock from suppliers and put away new stock ● Operate cash registers, take payments and give receipts ● Ensure food and beverage wastage is minimised. ● Ensure proper hygienic storage methods are utilised to prevent loss. ● Ensure staff are aware of and follow safe work procedures at all times. ● Assist other staff members
Skills	<ul style="list-style-type: none"> ● Attention to detail and ability to manage multiple tasks at any given time ● Capacity to work well under pressure. ● Able to be work as part of a team ● Previous experience in a barista role (min. 2 years) ● Always maintain a calm demeanor, particularly during high volume periods ● Maintain stakeholder relationships

	<ul style="list-style-type: none">● Ability to work with a range of people in our inclusive environment.
Ideally have or work towards getting (Requirements)	<ul style="list-style-type: none">● Current Working with Children Check● NDIS Screen Check● First Aid Certificate & CPR● NDIS Required Module

Version 1.3 Oct. 2023