**Current Opportunities**

**Position:** Café Assistant

**Pay:** “£8.04 p/h (Statutory National Living Wage will be applied where applicable)”.

**Job Type:** Part - Time

**Working Hours:** 20hrs per week to be worked on a rota basis (including weekends)

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**About the role**

We are looking for an experienced Café Assistant to join the Cafe team at Herbert

Art Gallery and Museum, and help deliver an exceptional customer experience to our

visitors. The role will be based at Alfred’s Café, which is situated within the Herbert Art Gallery & Museum.

You should already have experience of working within a café setting, preparing sandwiches making salads and cooking basic meals, with a sound understanding of Health & Safety food hygiene standards, as well a passion to deliver a proactive and high level of customer service. You should have experience in making coffees and of had some kind of training to demonstrate this. Experience in catering for events is preferred. Please be aware that hours of work will be discussed at interview stage. You will need to be flexible and available to work weekends, holiday periods (e.g. Christmas) and occasional evenings.

**About the organisation**

Culture Coventry Trust is one of Britain’s most exciting arts and heritage organisations. Its mission is to promote innovative and creative arts activities in ways which help to establish them as a significant part of people’s lives. The Trust supports a regular programme of exhibitions, educational workshops and performances and attracts over 700,000 visitors of all ages per year.

Within the Trust we have Coventry Transport Museum, The Herbert Art Gallery & Museum and the Old Grammar School, which are all situated in the heart of Coventry and the Lunt Roman Fort less than three miles away on the outskirts of the City. Therefore the Trust plays a unique role in Coventry’s cultural development and is actively taking part in the Coventry City of Culture bid for 2021.

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| **We are looking for candidates who:**   * have previous experience within a café and catering environment; * knowledge of liquor licensing; * hold a Level 2 Food Safety and Hygiene Certificate * can demonstrate a strong customer focus; * have strong communication skills; * are self-motivated with the ability to take initiative; and * are positive and flexible with a ‘can do’ attitude. * Have experienced barista training of some kind * Have previous Experience supporting events. | **The main tasks for the role will be:**   * serving café customers in a friendly, courteous and professional manner; * preparing food and beverages in accordance with food hygiene standards; * cleaning and clearing the café environment; and helping to maintain a good level of cleanliness. * operating the till and taking payments. |

**Please email your application form and CV to** [**vacancies@culturecoventry.com**](mailto:vacancies@culturecoventry.com) **or submit to Sonia Kaur at the Herbert Art Gallery & Museum.**

**Closing date for applications : 31st October 2019**

**Interviews to be held on : w/c TBC**