



**Restaurant Assistant
Harrison & Hetherington Limited**

Job Title: Restaurant Assistant- Harrison & Hetherington Limited

Reporting to: Facilities Supervisor - Harrison & Hetherington Limited.

Overall Job Purpose:

To provide an efficient and professional service to the customers of the Harrison & Hetherington catering facility whilst maintaining high standards of cleanliness and hygiene.

Job Description

Primary Accountabilities

1. To take orders and serve food and drinks to customers as required.
2. To collect payments from customers.
3. Remove dishes and glasses from tables or counters and take them to kitchen for cleaning.
4. To fill service areas with condiments, napkins etc. as required.
5. To assist with the preparation and cooking of hot and cold meals, in accordance with pre-set menus as and when required.
6. To attend mandatory training as and when required.
7. To assist with the cleaning and storage of all crockery and equipment and ensure that the overall cleaning of the kitchen and dining areas is carried out effectively.
8. To report immediately to the Catering Manager, any illness of an infectious nature or accident incurred by a customer, colleague, self or another.
9. To understand, and ensure the implementation of, the Group's Health and Safety policy, and Emergency and Fire procedures.
10. To report to the Catering Manager any faulty appliances, damaged furniture, equipment or any potential hazard.
11. To maintain current knowledge with regard to Health & Safety and adhere strictly to legislation relevant to the catering operation. To ensure health and safety standards in the kitchen and dining area and to promote safe practice.

Secondary Accountabilities

Other ad hoc duties that the employer determines fall within the job holders capabilities.