



THE CORPORATION OF THE TOWN OF NEW TECUMSETH

Hospitality & Event Staff (Temporary 8-month Contract) 2017-41

Looking for some extra money? These positions are a great way to be involved in the community and join an enthusiastic recreation and culture team. The Town is looking for a bartender to work events on an as needed basis, students to work in our recreation facility snack bars and someone with daytime availability to work in the snack bars as well.

Qualifications:

- Requires basic working knowledge of food and beverage preparation.
- Requires basic math ability to accurately count and handle money.
- Experience with computerized POS system would be an asset.

Responsibilities:

- Day time availability preferred
- Receives and delivers food and beverage orders ensuring correct portions and proper sanitation guidelines are followed. Minimizes wastage.
- Performs clean-up duties of job sites. Ensures proper stocking of inventory and necessary service items and informs Supervisor of any inventory deficiencies or shortages.
- Listens to and responds politely to customer complaints.
- Properly records all transactions via the point of sale system and receives payment for all services provided to the customer by cash, credit card or debit transactions.
- Participates in closing procedures; completes daily cash deposits, balances inventory to cash, closes out POS systems with appropriate reports.
- Provides general assistance to maintain safe and well organized events and assists event coordinators in all area of event execution.

Salary Range: \$14.15/hour
\$14.95/hour (with Smart Serve)

Hours: Up to 21 hours/week from December to March, Summer hours will be as needed

Start Date: ASAP

**Please submit your cover letter and resume in Word or PDF format to careers@newtecumseth.ca
Please quote competition #2017-41 in the subject line of your email.**

We thank you for your interest, however; only those selected for an interview will be contacted.

Information collected will be used solely for the purpose of candidate selection, in accordance with the Municipal Freedom of Information & Protection of Privacy Act

The Town of New Tecumseth is an equal opportunity employer that is committed to inclusive, barrier-free recruitment and selection processes. If contacted for an interview, please advise Human Resources if you require accommodation.

For more information and a complete list of current employment opportunities, please visit our website at <http://newtecumseth.ca/town-hall/employment-volunteering/>