



Position: **Catering Assistant**
Department: Catering
Report To: Catering Manager
Status: Hourly (Non-Exempt)

SUMMARY

This position is an entry level position to the culinary food scene assisting the Catering Department. Prepares, weighs, preps, packages, serves and/or "plates" a variety of seafood and other foods, as well as performs other assorted restaurant and catering functions in a busy restaurant environment, typically standing and/or walking continuously throughout working periods

Participates in the general cleaning and stocking, of seafood, kitchen, prep and other "back of house areas", to include the cleaning of equipment/tables/floors, and general daily maintenance of the "back of house" areas. Assists in creating a safe, congenial and efficient working environment as well as other duties and projects that may be assigned. Position may include work on weekends, holidays, late evenings, and early mornings, as restaurant is open seven (7) days per week.

QUALIFICATIONS

Education and/or Experience Requirements

High School diploma, G.E.D. or equivalent experience working in catering function and/or restaurant, food safety certification preferred.

Additional Requirements

Age: Must be 18 (eighteen) years or older, per State safety regulations, due to regular use of electric slicers and other various kitchen equipment.

Communication. Oral and written proficiency in English. Able to effectively and accurately compose required correspondence - understand and present information, ask and respond to questions, both verbally and written in English.

Mathematical and Data Manipulation Skills. Basic Math skills required. Proficient skill level to accurately measure, handle, and use any and all food and non-food products, to include cleaning products used in the back of house areas.

Physical Demand: Lift up to 25 lbs, occasionally up to 35 lbs. Restaurant environment, primarily standing and moving. Specific vision and hearing requirements. Sustained mental acuity.

A complete job description is available upon offer of employment.