



SHUTTLEWORTH

www.shuttleworth.org

Old Warden, Near Biggleswade, Bedfordshire, SG18 9EP

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Job Description

Job Title: Apprentice Kitchen Assistant

Reports to: Visitor Centre & Restaurant Manager

Working Pattern: 35 hours per week, 5 days over 7 rota to include weekends.

Overall Responsibilities

You will be responsible delivering excellent customer service and working to a high standard under pressure. This is a Level 2 NVQ Diploma in Food Production & Cooking and will entail work based assessment for the duration of the apprenticeship.

Main Duties

- Preparing sandwiches for sale to the public.
- Assisting with the preparation of hot and cold food, to include cutting and organising ingredients.
- Use of the fryers & ovens.
- Providing a counter service to customers.
- Assisting customers with menu, dish and dietary knowledge.
- Provide high quality and efficient service to customers
- Maintain quality and standards of restaurant operations during service including clearing tables, operating the dish wash, restocking food and beverages when required.
- Maintain daily/weekly cleaning procedures
- Participate in staff training as required

Person Specification

- Previous experience of working within a kitchen environment desirable but not essential.
- An interest in the catering industry.
- Customer service orientated
- Ability to self-motivate and work without guidance on occasion
- Good organiser with the ability to foresee where assistance is needed
- Able to be flexible and work weekends.