

Job Specification

SETU Carlow and Wexford

Company Details

Company Name
Arboretum Carlow

Contact Person
Alice Macauley

Contacts Title
HR Generalist

Phone Details
0599721558

Email Address
alice.macauley@arboretum.ie

Location of Position
Arboretum Leighlinbridge

Company Website
<https://www.arboretum.ie/locations/arboretum-carlow/>

Type of Company
Garden Centre and Café

Position

Job Title
Full Time Café Assistant

Number of Positions
2

Vacancy Type
Current Vacancy

Duties of Position

Ensure that you serve and present food to the customer in accordance with company policy and that it is of the highest standard, with emphasis on the quality and presentation of food.

Ensure that the café is cleaned, set up and prepared correctly, and that this is maintained throughout the shift, paying particular attention to the cleanliness of café floors, tables, chairs, trays, cutlery, glassware. Replenish counters, fridges, as required throughout the day, or as guided by the on-duty supervisor/manager.

Ensure that as a member of staff that you are presentable, clean and well groomed, wearing the correct staff uniform, name badge.

For cashiers, to follow all the required controls and processes around cash procedures, and particular attention to A List interaction with customers.

At end of day, ensure that the café is cleaned and ready for the following morning as directed by on the on-duty supervisor/manager, including internal and external seating areas, children's playground, café toilets and entrance/exits areas.

Attend company training as required with particular attention to H&S requirements and Food Hygiene which are very important areas of focus for café front of house staff.

Provide assistance to customers as required, and be able to direct them to correct counters, areas of the

café, garden Centre and shop as may be needed.

Pass on customer feedback /comments to appropriate supervisor/manager for follow up and actions.

To demonstrate a high level of communication and to pay attention to detail of customer requirements.

Applicant Required

Target Discipline

Hospitality

Level of Qualification

N/A

Method of Application

Please send your CV to alice.macauley@arboretum.ie

Closing Date

30/04/2025