



Barista//Cafe Assistant//

The Bower is a collaborative project between Louisa Bailey and Joyce Cronin. It has charitable status as a Community Interest Company no. 10932813. As a charitable company, the aim of The Bower Hut Cafe is that any income raised, after costs, goes directly towards supporting the artistic and publishing programme at The Bower.

Job Description//Responsibilities and duties :

General daily duties to be undertaken -opening and closing, observing hygiene standards, preparation of food, drinks and displays, serving customers.

- Make and serve coffees and teas, and prepared cakes and snacks.
- Make and serve light meals such as toasted sandwiches and savouries.
- Assist with sales of other items including books, cards, artists prints and gifts, restocking shelves as required.
- Face to face service with customers.
- Maintain and clean work surface, fridges and coffee machine as per food hygiene regulations.
- Check fridge and freezer temperatures and coffee machine functionality regularly and report and any issues.
- Follow health and safety guidelines.
- Present food items to a high standard
- Ensure the cafe and items for sale are well presented at all times.
- Check stock and assist with ordering as required. Receive deliveries.
- Be punctual and open up and lock up the cafe and storage unit as required.
- Adhere to cafe security measures, and always ensure cafe and storage are appropriately locked and protected from vandalism and theft.
- Keep informed of activities at The Bower and discuss and share information with customers.
- Work weekends and some evenings as required.
- Attend monthly meeting with Directors

Key Skills :

- At least one year barista experience
- Proven face to face customer service experience
- Food hygiene qualification (desirable)

Person Specification:

As a small organisation, we require our staff to be self-motivated and to contribute to the smooth running of the project. Cafe assistants need to be flexible, comfortable working alone at times and be prepared to feedback on customer responses to products and service etc. in order to help us improve our work.

- Passionate about coffee and familiarity with a wide range of hot and cold beverages.
- Excellent customer service
- Understanding of the particular context of The Bower, with an interest in art, visual culture, books and publishing.
- Clean, tidy and hygienic