



## **Assistant Manager- Crofter Coffee**

Crofter Coffee is an outreach ministry of Crofts End Church. We are looking for someone who is not only hardworking, friendly and caring, who can deliver high quality customer service and coffee, but also who can be the first contact that many people will have with the church.

Due to the missional aspect of this role the candidate needs to have an active Christian faith and be able to uphold and reveal the ethics and ethos of the church which is to 'Live life with God and share Jesus with our community.' The candidate does not however need any prior experience in hospitality, as training will be given, but some hospitality / customer service experience would help.

The role is varied and will change from day to day. You'll be making coffee, serving food and making sure the place is running well day to day, as well as looking after customers.

### **Part time - 16hr per week**

Tues: 10.30-14.30

Wed: 10.30-14.30

Thurs: 10.30-14.30

Fri: 10.30-14.30

(Hours may vary, but this is a rough guide to what we'll expect initially)

### **Your Responsibilities**

- Help ensure smooth running of the coffee shop
- Preparing drinks and food to serve customers
- Providing a friendly and professional service to customers
- To maintain a high level of Food Hygiene in accordance with relevant legislation
- Stock ordering/inventory
- Providing holiday cover (overtime will be paid)
- Supervision of volunteers in the absence of the manager

### **What we are looking for**

- Someone with great initiative, who is creative and who cares about people and in providing quality service.
- Great organization skills with the ability to multi task
- Friendly demeanour
- Works well as part of a team
- Experience in hospitality/customer service (preferable but not essential)
- Level 2 Food Hygiene Certificate (preferable but not essential)

### **Salary**

- £18,200 pro rata plus six monthly performance related bonus

### **Holiday**

- 20 days plus bank holidays pro rata

***For more information or to apply please email [office@croftsend.org](mailto:office@croftsend.org)***