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# Example of Cafe Attendant Job Description

Our company is growing rapidly and is searching for experienced candidates for the position of cafe attendant. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for cafe attendant

* Assembles and delivers all food and supplies for catered functions to their scheduled locations
* Logs and maintains food temperatures
* Thoroughly cleans location after event is completed
* Preparing and serving food products
* Taking and serving orders from customers
* Handling requisitions through a supervisor and maintaining adequate supplies
* Assisting in supervision of cleaning and maintenance of equipment and work area
* Adheres to facility’s policies and procedures county, state and federal regulations which pertain to the facility
* Maintain a professional image representing Glacier Hills at the highest possible level
* Establishes and maintain courteous relationships with residents, their guests and other facility personnel

## Qualifications for cafe attendant

* Being able to stand and walk for 8hrs or more at a time
* Must speak read and write fluently in English
* Preferred proficient in Microsoft Office
* Bilingual (Spanish, Portuguese, French, Russian) preferred
* Experience as Barista or Cook
* People person, bright personality