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# Example of Catering Job Description

Our company is looking to fill the role of catering. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for catering

* To prepare the dining area for service, which may include wiping tables, hoovering, sweeping and mopping floors
* To assist in the preparation and serving of food and beverages as defined
* To prepare the service area, counter, hot cupboards and chillers and other equipment for the efficient and effective service of the meal
* To maximize the use of merchandising and counter displays
* To undertake such other related duties as are required to ensure that the dining area and the kitchen are clean and hygienic to the required standard, and that the food service is effected and efficient
* When required, assist with food preparation tasks ie, packed lunches, sandwiches and salad preparation
* To serve food according to the style of the operation as defined, paying particular attention to portion control and presentation ( as directed by the chef)
* To wash dishes, cutlery, glasses and all other equipment in the kitchen and related areas to the standard required
* To clean on a daily basis all areas of your responsibility to the required standards
* To undertake any other duties that may be required for the effective operations of the establishment

## Qualifications for catering

* Good background knowledge of the industry
* Follow the weekly rota for your areas of responsibility
* To inform the Head Chef/ manager of any defects in equipment
* To make every customers experience an enjoyable one
* To deliver beverages and buffets to other areas of the college as defined
* Ensuring that personal hygiene and clothing is of the highest standard at all times