



# Example of Cafe Attendant Job Description

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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

