

Job and Person Specification

Position:	Casual Food and Beverage Attendants
Location:	SA Athletics Stadium, Mile End
Type of Appointment:	Casual
Remuneration:	Pay Guide - Amusement, Events and Recreation Award 2010 Pay rates change from 1 July each year, the rates in this guide apply from 01 July 2017.

JOB SPECIFICATION

Athletics SA operates the Canteen at SA Athletics Stadium and requires additional staff to work at school sports carnivals and other athletics events throughout the year. The Food and Beverage Attendant positions are casual, and hours vary from week to week depending on scheduled events. Most of the work is during school hours with some weekends. The work is seasonal with only a few hours during school holidays and no work during the winter months.

Reporting/Working Relationships

The Canteen Assistant reports directly to the Athletics SA Canteen Manager who in turn reports to the Chief Executive Officer.

Special Conditions

- Operation of a cash register
- Some heavy lifting (conducted according to OH&S guidelines)
- Athletics SA is a smoke free and drug free workplace
- Be able to work flexible hours

Key Responsibilities

The Canteen Assistant will be responsible for serving students, staff, and other spectators who attend the SA Athletics Stadium and visit the venue's canteen facility.



Duties include:

- Preparation of food and hot beverages
- Maintenance of stock including drinks and food
- Facilitating customer transactions, including the collection of cash, distribution of change and processing of electronic transactions
- Operation of a cash register
- Assistance with float preparation at the end of the day
- Cleaning of the canteen as directed

As a staff member of Athletics SA the Canteen Assistant must demonstrate professional and excellent customer service.

SELECTION CRITERIA

The successful applicant will:

- be available on a regular basis and be flexible with hours
- have previous barista experience
- have sandwich making skills
- be able to work in a fast-paced environment
- be prepared to undertake a police check
- be able to work well with an established team
- have proven customer service skills

HOW TO APPLY
<p>Applicants should submit a cover letter and an accompanying CV merged as a single document by the prescribed due date</p>
<p>Email to Bridget Senyszyn (Acting CEO) by Monday 26th March 5pm Email: ceo@athleticssa.com.au Phone: 08 8354 3477</p>

Last Updated: 2nd March, 2018