



**Job title: Barista and Wait Assistant**

**Reports to: Food Division Manager**

**Job description:**

At Outback Pioneers you will help create the Outback Pioneers experience. You will need to be hands-on and organized, with a good eye for detail and always striving for the best product to deliver to the guest.

The role covers barista and wait assistance needs including:

- a café (currently coffee, cakes and lunches but potential to extend to breakfasts and dinners),
- group catering (primarily lunches or dinners for tour groups, conferences or school groups)
- Buffet Breakfasts and Evening Dining Experiences

**Main responsibilities and activities:**

- Prepare and serve hot or cold beverages
- Barista skills to our café standards
- Customer service of excellent standard
- Operation of POS
- Responsible for morning and afternoon checklists
- Preparation and presentation of menu items
- Responsible for equipment cleaning procedures
- Processing of supplier invoices if required
- Implementation of Food Safety Program
- Take orders from guests for food or beverages, close sale and finalize payment
- Write guests' food orders on order slips, memorize orders and enter orders into computers for transmittal to kitchen staff
- Serve food or beverages to guests and prepare or serve specialty dishes at tables as required
- Present menus to guests and answer questions about menu items, making recommendations to achieve full guest satisfaction
- Clean tables or counters after guests have finished dining
- Inform guests of daily specials
- Prepare tables for meals, including setting up items such as linens, silverware and glassware as required
- Remove dishes and glasses from tables or counters and cleaning of dishes in the kitchen
- Answering phones to take reservations or take away orders, and by greeting, seating and thanking guests.
- Provide guests with information about local areas, including giving directions.
- Talk with visiting guests about their Longreach activities and if necessary 'sell them Outback Pioneers'.
- Organize monthly birthday party for staff

**Core competencies:**

- Organizational skills
- Excellent time management



- Professional
- Positive and energetic
- Exceptional hospitality skills
- Strong communication and people handling skills
- Able to work clearly within systems and guidelines

**Working hours:**

Your working hours and shifts will vary according to the needs of the job.

We are a busy team and we appreciate your flexibility to sometimes lend a hand outside of normal hours.

**Remuneration**

Hospitality Award wages according skill level.