

Part Time Cook

Start date: Immediate

Hours of work: 16 hours per week

Terms of contract: Permanent

Salary: Depending on experience

The Riverside Centre is a thriving community venue located next to Newport Harbour in the centre of the Isle of Wight. Home to Community Action Isle of Wight, it has long been a place of integration in both ethos and practice and is used by a diverse group of people and organisations, for business meetings, conferences and venue hire.

We are currently looking for someone with previous catering experience to join our small team, helping us to deliver excellent service to our customers, visitors and service users. This is a varied role that will suit a confident individual with good people skills. On a daily basis your duties may include:

- Prepare and serve sandwich and buffet lunches for business meetings and room hire bookings, for up to 150 people.
- Prepare and present a variety of hot and cold buffets, finger food and hot food options for venue hire customers, up to 200 people.
- Bake and serve a variety of cakes, pastries and savouries.
- Research, cost and design breakfast, lunch, buffet and snack menus;
- Manage stock, supplies and ordering.
- Maintain a clean and orderly kitchen, maintain equipment and complete all food safety compliance requirements; daily temperature checks and SFBB requirements.
- Serve and pour beers, wines and spirits from the bar, serve hot and cold snacks, take card and cash payment, restock fridges, clear tables and keep the area tidy during events.
- Prepare and serve refreshments to customers in their meeting rooms, and maintain clean, well-stocked facilities.

This position would suit someone within a minimum of 2 years experience, looking for an autonomous position, with the possibility of developing our current food offering.

This is a permanent position for 16 hours per week, worked flexibly over 4 or 5 days depending on the spread of bookings, and will include early starts, evenings and weekends. There is also the possibility of overtime.

Reporting to the Operations Manager, you will be confident working alone, decision making and taking the initiative, as well as working with the hospitality team and wider organisation.

Please email a CV with a short introduction to; cbachelor@theriversidecentre.org.uk

For more information about The Riverside Centre, please visit www.theriversidecentre.org.uk