

Position title	Hospitality Allrounder
Award	Hospitality Industry (General) Award 2010
Classification	Hospitality Employee Level 3 – Hospitality Industry (General) Award 2010
Pay Rate	Above award - \$30 per hour
Hours per week	Full Time 38 hours per week (Mon-Fri)
Reports to	Laneway Lead
Position holder	Vacant

Hospitality Allrounder:

The Hospitality Allrounder works as part of a team to provide high-quality customer service and prepare food across multiple hospitality settings, including our onsite café and kitchen, meals and catering services, and the Federation University cafeteria and kitchen. The role also involves supporting and providing hospitality mentoring to people with disabilities (Learners) undertaking work experience.

Hospitality Allrounder will:

- Demonstrate experience in the hospitality service industry, including high-level barista skills, food preparation for café and/or meals services, and use of point-of-sale systems.
- Undertake cleaning duties and ensure adherence to food safety standards and safe work practices.
- Support and, when required, undertake hospitality mentoring and on-the-job training with people with disability (Learners) in a patient, respectful and professional manner.
- Deliver strong customer service and interact effectively with internal and external customers.
- Maintain high standards of personal presentation, grooming and professional conduct.
- Work across all food operations and sites as required.
- Undertake other duties as reasonably directed.

Key Selection Criteria
Essential

- Ability to work flexible hours and across multiple sites as required.
- Hold, or willingness to obtain, accredited Food Safety Supervisor certification and First Aid (or equivalent).
- A current Victorian motor vehicle licence.

- Ability to follow food safety, workplace health and safety, and hygiene requirements, including maintaining required records in line with Victorian Department of Health guidelines.
- Understanding of, or willingness to learn about, social enterprise and inclusive employment environments.

Desirable

- Certificate IV in Commercial Cookery, with demonstrated relevant industry experience.
- Experience supporting and mentoring people, including people with disability, in a hospitality setting.

Personal attributes

- Innovative and solutions-focused
- Patient and calm
- Self-disciplined and reliable
- Well presented with a professional approach
- Ethical and honest
- Positive and resilient

Conditions of employment

- All terms and conditions of employment are in accordance with the Hospitality Industry (General) Award 2010 and the National Employment Standards.
- The employee agrees to comply with all workplace health and safety requirements, and the policies and procedures of the employer, as amended from time to time.
- This appointment is subject to a satisfactory Police Check, Working with Children Check, and NDIS Worker Screening Check.

Chief Executive Officer review and approval:

I have reviewed and approve the above position description

Signature: _____ Date: / /
Robbie Millar - Chief Executive Officer

Employee statement

I have read, understand and agree to the above position description

Name: _____

Signature: _____ Date: / /