## Job Description

**Role and Responsibilities**

As a Café Staff Employee, you will have the ability to work in multiple areas, from Cashier, prep Kitchen to retail.

- Preparing and serving cold sandwiches and hot food (hot dogs, chili, soup)
- Delivering exceptional customer service and interpersonal communication skills
- Cash and Credit Card Handling
- Keep the FOC (Front of Cafe) clean
- Keep the BOC (Back of Cafe) clean
- Presenting yourself in an enthusiastic and positive manner
- Duties can change throughout the shift so ability to adapt is necessary. We work as a team so it’s not a one duty per individual, it is all duties for all.

**Qualifications and Education Requirements**

- Excellent communication and customer service skills
- Able to work under pressure with minimal supervision
- High School Degree or above
- Able to multitask
- Able to work in a team

**Preferred Skills**

- Understanding the importance of compliance with the Department of Health and sanitary guidelines or a Food Handler Certificate
- Hospitality or customer service background
- Bilingual in one of the following languages; Spanish, Mandarin, French, or Russian

**Additional Notes**