



The Bullring is a high energy and incredibly busy cafe in the heart of the University of Guelph. We pride ourselves on serving fresh to order food with many diverse options including gluten free, vegan, vegetarian and meat dishes. We have a broad spectrum of customers including students, staff and faculty at the UofG as well as the community at large.

**PART TIME WAIT STAFF - The Bullring**

Reporting to the manager on duty, the part time wait staff position is required to actively participate in the regular operations of the front of the house at the Bullring Cafe. They are responsible for providing excellent customer service to all of our customers and perform cash/student card transactions. The Bullring wait staff position must ensure the safe and lawful service of alcohol, brew coffee & prepare other hot beverages and present food efficiently while meeting all standards of Bullring food quality. Wait staff are required to maintain their work stations in a clean, tidy and hygienic manner at all times within a team work environment. They are also responsible for dishes, general cleaning duties and any other job that may arise in a restaurant setting.

Term	March - April 2018 (training) September 2018- April 2019 (Fall & Winter Semesters) *The Bullring is CLOSED during the winter break
Hours	March & April 2018; 8-10 hours for training & job shadow Fall 2018 & Winter 2019 Semesters; 12 - 15 hours per week
Wage	\$14.20 / hour

**TRAINING**

- Mandatory Orientation & Training workshop Saturday March 24 2018 covering Safe Food Handling, WHMIS, Policies & Procedures, Equipment Sign Off (approx 5 hours).
- Shadow Shift(s) with senior Bullring staff member prior to end of Winter 2018 semester for hands on training (minimum 4 hours).

**JOB DESCRIPTION & RESPONSIBILITIES**

- Interact with our customers in a friendly and welcoming manner
- Proper use of cash register system
- Proper cash handling procedures
- Safe & lawful service of alcohol
- Brewing and preparing coffee and other hot beverages
- Ensure adequate storage of all food/beverages and supplies
- Ensure a high level of quality, cleanliness and safety within workspace
- Ensure a positive culture and a respectful workplace

## COMPETENCIES

- Service Attitude/Customer Focus
- Leadership
- Time Management
- Communication
- Self Management
- Teamwork
- Flexibility/Managing Change
- Values Diversity
- Commitment to Health & Safety

## WORK CONDITIONS

As a part time employee of the Bullring you are required to work 12-15 hours per/week. These hours will be scheduled between Monday and Friday, and will be the same shifts for the entire semester. While on shift you will be required to be on your feet for several hours at a time. There is often live music playing and from time to time can be loud.

## QUALIFICATIONS

- Previous experience in the food service is an asset
- Demonstrated customer/client service
- Energetic and enthusiastic personality
- Strong communication skills
- Dependable & Reliable
- Must commit to a minimum of 12 hours scheduled a week, plus weekends as needed
- Must be available for both Fall 2018 & Winter 2019 semesters
- Must be available March & April 2018 for orientation & training and job shadowing

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Deadline for application is **Wednesday February 21st at 4:00PM**

Resumes & cover letters should be submitted online through the CSA application process found at <http://www.csaonline.ca/jobs>

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For a complete copy of the Bullring Hiring Policy, visit <http://csaonline.ca/about/bylaws-policies>. The Bullring hiring policy is found in Appendix E of the Policy Manual, Section 2

The Bullring is committed to employment equity and to the creation of a working environment that is welcoming for all applicants. We particularly encourage applications from women, Aboriginal peoples, persons with disabilities, racialized people, international students and members of the Queer communities.