

**Job Opportunity ESP/BAR**

# Position: Barista

Location: JACK Coffee Bar, EastSide Visitor Centre, 402 Newtownards Road, Belfast, BT4 1HH

Reports to: General Manager

**Terms and conditions**

**Pay:** Competitive

**Hours of work:** Full time (up to 40 hours per week)

**Availability:** You will be required to be available 7 days a week

EastSide Partnership (ESP) is only able to accept applications from those individuals who are currently eligible to work in the UK. Only those applicants who appear, from the information provided, to be the most suitable in terms of the selection criteria will be called for interview.

**About the Job Opportunity**

At JACK Coffee Bar we have a clear purpose, to serve people with high quality service, coffee and food, and to positively champion our vibrant community here in east Belfast. We are in a unique position, situated within the new EastSide Visitor Centre; a gateway visitor centre at C.S. Lewis Square showcasing east Belfast’s famous faces, places and key attractions.

This is a great opportunity for a barista to join a new and exciting team of people and to be part of growing a dynamic and unique environment. You will be working with some of the best coffees in Northern Ireland from high quality roasters. You’ll have real autonomy to shape the direction and operations of the cafe, to grow and develop your role and to be trained for the next stage of your coffee career.

**Job Description**

**Main function:** The production and service of quality coffee.

**Areas of Responsibility:**

***Coffee***

* To make and serve espresso-based coffees for customers
* To quality control coffee served throughout the day and maintain coffee quality in conjunction with the General Manager
* To manage coffee stock
* Be a quality coffee champion.

***Shop Operations***

* Ensure customers’ orders are taken in an efficient and engaging manner
* Operate relevant work stations smoothly and effectively
* Actively look to improve site operations
* Minimise waste in all areas of operation
* To ensure site is clean and presentable at all times, particularly the coffee preparation area and the espresso machine
* Inspect and maintain site equipment in conjunction with General Manager
* Act in the best interests of the business
* Champion the local area to customers and visitors with information, recommendations and advise.

***Food and Drink***

* Perform barista functions to ensure the consistent production of high-quality coffee
* Prepare food products to appropriate standards.

***Health & Safety and Hygiene***

* Ensure that Health & Safety and Hygiene standards are adhered to at all times
* Report any Health & Safety issues or potential issues to the General Manager
* Ask for training as required
* Complete appropriate Health & Safety forms and checklists in line with Our procedures.

**Relationships requiring close liaison:**

At all times a professional diplomatic relationship is to be maintained with various stakeholders, including: Customers, Visitors, General Manager, Other staff, Suppliers.

**Personable Attributes**

The successful candidate will be able to demonstrate experience in a similar role.

To successfully fulfil the barista vacancy they will:

* Love Quality Coffee
* Have a passion to learn about the world of Quality Coffee
* Have a sound knowledge of food & beverage products
* Be honest and straight-forward
* Have developed front of house skills and an engaging personality
* Enjoy working in a team environment
* Want to build a career in the coffee industry
* Be able to legally work in the UK

We are looking for people who are able to grow with the business and be able to take on new responsibilities.

**Application Process ESP/BAR**

* Information on the job opportunity can be downloaded from [www.eastsidepartnership.com/recruitment](http://www.eastsidepartnership.com/recruitment)
* Application is by CV (maximum 2 x A4 pages) and cover letter (maximum 1 x A4 page). Please outline in your cover letter why you would be a great addition to our team and demonstrate your experience in a similar role
* You MUST also complete and return the Monitoring Form
* **To apply email** [geraldine@eastsidepartnership.com](mailto:geraldine@eastsidepartnership.com) **and attach your CV, Cover Letter and Monitoring Form.**
* Only information contained in the CV and cover letter will be taken into account
* We may only interview those applicants who appear, from the information provided, to be the most suitable in terms of the person specification provided.

**Equal Opportunities**

* EastSide Partnership is an equal opportunities employer. EastSide Partnership does not permit unlawful discrimination of any kind against any person on grounds which include gender, sexual orientation, marital status, religious belief or political opinion, race or disability. Unlawful discrimination is defined as treating a person less favourably than others are, or would be treated in the same or similar circumstances.

**Canvassing**

* Canvassing in any form will, if proved to the satisfaction of EastSide Partnership, disqualify a candidate for the appointment.

**Interview**

* You will be informed by email/ phone whether or not you are to be called for interview.

**Job Description**

* The duties outlined in the Job Description serve as a guide to the current and major responsibilities of the post. These will inevitably vary as the role develops and the Job Description will be reviewed on a regular basis.
* Changes will be subject to consultation with the post holder.