



Job Title: Front of House Staff (Bar, Catering, and Food Preparation)

Job Summary: As a crucial member of the Front of House team at Hayling Island Sailing Club, you'll be responsible for providing exceptional service to our members and guests. This role encompasses handling bar duties, assisting with catering services, and engaging in food preparation tasks as required and trained.

Key Responsibilities:

Bar Duties:

- Prepare and serve beverages following established recipes and standards.
- Maintain cleanliness and organization of the bar area.
- Handle transactions with accuracy and provide excellent customer service.

Catering Duties:

- Assist in the setup and breakdown of catering events.
- Serve food to guests and ensure a smooth flow of service.
- Clear tables and maintain a tidy dining area during events.

Food Preparation:

- Undertake basic food preparation tasks as trained and required.
- Follow designated recipes and guidelines for consistent quality.
- Collaborate with kitchen staff to ensure timely and efficient service.

Customer Service:

- Greet and assist members and guests in a friendly and professional manner.
- Address customer inquiries and ensure overall satisfaction with their experience.

Team Collaboration:

- Work closely with other Front of House and kitchen staff for seamless coordination.
- Communicate effectively with the team to provide efficient service.

Adherence to Policies:

- Follow all relevant policies, including safety, hygiene, and legal drinking age regulations.

Qualifications and Skills:

- Previous experience in a similar role is advantageous but not mandatory.
- Strong customer service and communication skills.
- Ability to handle transactions accurately.
- Flexibility to work in a dynamic and fast-paced environment.
- Positive and approachable attitude.

Working Conditions: This role involves working in the bar, catering, and potentially the kitchen areas at Hayling Island Sailing Club. Expect a dynamic environment with varying schedules based on events. If you enjoy providing excellent customer service, are trained in food preparation, and can handle a variety of responsibilities, this Front of House Staff position offers an exciting opportunity at Hayling Island Sailing Club.