

THURSFORD ENTERPRISES LIMITED

Thursford, Fakenham, Norfolk, NR21 0AS

JOB DESCRIPTION

Job title: Assistant Cook/Cleaner/General Assistant
Department: Holly Lodge/Thursford Collection (Catering)
Responsible to: Charlie Cushing (General Manager)
Chris Bacon (Catering Manager)

Job purpose: **Holly Lodge**
Prepare and cook breakfasts as required.
Assist in breakfast preparation as required.
Serve breakfast to guests.
Clean Holly Lodge.
Clean Holly Lodge guest rooms.
Clean Shepherd's Huts.
Deliver great customer service.
Assist with any other reasonable duties as required.

Main duties:

1. Cook or assist in breakfast preparation and service.
2. Clean Holly Lodge and Holly Lodge guest rooms.
3. Clean Shepherd's Huts.
4. Generally assist in other areas of the business if required.

Main Responsibilities: As Main duties above.

Date: 1 April 2021.

The position is offered on a 25 minimum hours per week contract, but hours can be variable depending on the needs of the business. As bookings are taken at short notice, flexibility is essential.

The Company reserves the right to vary or amend the duties and responsibilities of the post holder at any time according to the needs of the Company's business.

PERSON SPECIFICATION

	<u>Essential</u>	<u>Desirable</u>
Educational attainments General education equivalent to		Food Hygiene Certificate
Knowledge and experience Knowledge of Understanding of Experience in	Catering & Retail Cooking/Cleaning/Using Tills	
Skills and special aptitudes Mechanical Manual dexterity Skills with words Skill with numbers Ability to Artistic ability Musical ability	N/A N/A N/A N/A Carry out all duties required N/A N/A	
Disposition and personal qualities Reliability Stability Discretion and diplomacy Self-reliance and self-motivation Honesty Good Personal Hygiene	All of these qualities are essential	
Hours required	As shown on the Roster provided. Flexibility required as hours will vary according to the needs of the business	