

Employment Opportunity

- POSITION: **Perkins/Food Service Sales Associate (PT)**
- TERM: September 2024 – April 2025
- RATE OF PAY: \$15.20/hr (plus 4% vacation pay and pooled tips)
- DUTIES: While working as the barista/sales associate at Perkins during scheduled shifts; duties include, but are not limited to, retail sales, adhering to store opening and closing procedures, handling cash and making deposits, merchandising, cleaning, stocking, pricing, food preparation/handling, and promoting café offerings to customers. This is all to be carried out while upholding the highest level of food safety standard and exceeding our customer's expectation when it comes to customer service.
- TRAINING: Consists of mandatory job orientation at commencement of the work term plus periodic training seminars and staff meetings throughout the year.
Must be available for paid staff training starting Wed Aug 28th, 2024.
- PREREQUISITES: Strong customer service, organizational, time management, and communication skills; ability to respond creatively to pressure; unique promotional skills. Must be capable of working alone and independently with the ability to multitask. Previous retail food service experience is considered an asset. Sessional GPA of 2.00 or above.
- HOURS: Part Time during academic year. Hours are scheduled. Expect approximately 3 - 10 hours per week. Evening and weekend work is required.
- TO APPLY: **Submit cover letter, resume, and class schedule to:**
Michael Sutherland, Manager Retail Services
michael.sutherland@acadiu.ca
Only those selected for an interview will be contacted.
- DEADLINE: April 5th @ 4:00 PM

The Acadia Students' Union believes in employment equity and the values a diverse and inclusive workplace, which we believe enriches the work environment.

We encourage qualified applications from all diverse communities and traditions including, but not limited to, Indigenous peoples, persons with a disability, racially visible persons, female-identified persons, persons of minority sexual orientations and gender identities, different nationalities, cultures or religions, and all candidates who would contribute to the diversity of our community.

We strive to use hiring practices that are inclusive to all candidates to ensure equal access to positions. If there are any accommodations you require please contact us and we would be happy to accommodate, where able.

We thank all applicants in advance and advise that only those invited for an interview will be contacted. The ASU reserves the right not to fill any position that may be posted.

Please note that should a position become available during this time resumes may be considered to fulfill staffing needs.

THIS IS AN ACADIA STUDENTS' UNION EMPLOYMENT OPPORTUNITY

Food Services Associate/Barista (Perkins)

I. General Responsibility:

While on duty work to ensure the efficient functioning of Perkins. The Sales Attendant reports to the Retail Services Manager by way of the assistant manager.

II. Specific:

(1) Perkins

- (a) To open or close Perkins when assigned and serve customers, including, but not limited to the sale of food and beverages and other related items.
- (b) To interact with customers to promote its services and measure customer satisfaction.
- (c) To handle cash and prepare deposits in a responsible manner. End of day shifts must balance.
- (d) To ensure that Perkins is kept clean and orderly, by adhering to the highest level of food safety.
- (e) To properly sort waste and recyclables.
- (f) To report any operational inefficiencies to the manager/assistant manager.
- (g) Receive and price merchandise.
- (h) Stock shelves and create merchandise displays.
- (i) Prepare food following standardized recipes for consistency.
- (j) Follow portion control guidelines
- (k) Complete various tracking forms (production, temperature logs, waste reports etc.)
- (l) To receive product and ensure that product being billed, matches physical stock.

(2) Miscellaneous

- (a) To promote the services of Perkins to the general public;
- (b) The food services associate may, from time to time, be assigned duties other than those listed above.