

Job Description Tuck Shop Team of Two

Mon > Thurs eves,
1730-1845hrs @ £5.50 p hr.



The Old Electric is a creative space in the heart of Blackpool town centre. It hosts a weekly programme of workshops and participation sessions that include singing and music making, sign language, life drawing, Burlesque, playwriting, drama and performance.

To ensure they have time for studies and social life, this role is offered as a job-share post for two young people, 16/17 yrs old, to open / run our Tuck Shop for an hour on week-day evenings, Mon > Thurs, and be part of The Old Electric's welcoming team. They will be responsible for serving a range of hot and cold drinks and light refreshments to our session-goers.

Full training will be given on-site with our Catering Lead and further online training will be funded by The Old Electric to Level 1 in Food Hygiene.

The Team of Two will be friendly and outgoing people with an interest in the arts and being part of a community theatre space. They will learn lots of transferable skills like stock control and rotation, ordering, handling money, using a card reader, dealing with customers, and providing a great service - all great work experience to add to their CV, and the option of a reference for potential employers.

Main responsibilities and duties include:

- Take customer orders in the Tuck Shop
- Serve food and make and serve quality hot drinks
- Operate the card machine and handle cash
- Restock the counter regularly
- Ensure new stock and old stock are rotated and use-by dates are checked
- Advise management of low stock levels
- Clear away any pots or rubbish left by session-goers
- Operate the dishwasher, loading and unloading when required.
- Hand wash kitchen utensils/pots/pans/dishes and store appropriately

- Clean and sanitise the Tuck Shop at the end of every shift
- Collect and dispose of waste
- Clean the Tuck Shop equipment, floors, fridges, coffee machine, and all work surfaces to ensure good hygiene as and when required
- Carry out any other general cleaning duties as and when required
- Follow all relevant hygiene, Health & Safety procedures/Safe Working Practice H.A.C.C.P. & C.O.S.H.H
- Comply with the organisation's Security & Confidentiality policy, ensuring the highest levels of information security, data protection and confidentiality.

To apply: send an email to Becky, our Catering Lead, on info@theoldelectric.co.uk, saying, in no more than 500 words, what your current work / study situation is and why you would like the job. The subject line of your email should be TUCK SHOP.

Deadline for applications: 1200 noon, Friday 29 December

(Informal) interviews to take place on Wednesday 03 January 2024.

**Jobs to start week commencing Monday 08 January 2024 > end March 2024
(with potential to extend to June 2024).**

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