



**Vermont South**  
Neighbourhood House

## **Café Assistant (casual)**

***Fabulous opportunity for a hospitality allrounder!  
Ideal for someone looking for a role during school hours and school terms.***

The *Vermont South Neighbourhood House* is one of ten Neighbourhood Houses located within the Whitehorse Council district in Melbourne's eastern suburbs. The House offers programs and services in a friendly, purpose-built environment to meet the needs of the local community. These include adult education, lifestyle & recreational courses, children's activities, a social enterprise café & catering service, and room hire.

We are looking for a motivated and enthusiastic person to join our dedicated team as a Café Assistant, in our social enterprise Café. This is a casual position, approximately 13 hours per week (Wed/Thur/Fri).

You will be part of a small team assisting with the day to day operations of the Café and catering service. Responsibilities include the preparation/cooking of a nutritious Café style menu, Barista coffee making, cleaning, customer service, cash handling and more.

Our Café offers the local community a place to relax and connect, whilst enjoying a great coffee and delicious food that is made on the premises. We also offer a catering service to local businesses and the community.

The person we are looking for will have:

- A qualification in Hospitality and/or previous proven experience working in a café/restaurant.
- Food preparation/cooking skills as well as Barista coffee making skills and experience.
- A current Food Handler Certificate (or willingness to obtain)
- Good organisational skills with an ability to multi-task and work effectively at a fast pace.
- Well developed communication and interpersonal skills, as well as experience working with diverse populations.
- Proven experience in providing excellent customer service and strong attention to detail.
- A flexible, collaborative approach and attitude.

All applicants must email or call to obtain a copy of the Position Description.

Please submit your application, including responses to the Selection Criteria, a current resume and names of two referees, to [manager@vsnh.org.au](mailto:manager@vsnh.org.au) by **COB Thursday 20<sup>th</sup> April 2023**.

For further information please contact the centre on [9803 2335](tel:98032335)  
*Please note – only those short listed will be contacted.*