



JOB DESCRIPTION

DIRECTORATE: GROWTH

SERVICE: Property and Estate Management

POST DETAILS:

Job Title: Market Attendant - Food Court

Grade: 3

Location of Work: Warrington Market

Directly Responsible To: Market Supervisor

Directly Responsible For:

Hours of Duty:

Rostered 15 Hours per week Monday to Sunday with 4 days off each week. A branded apron will be supplied and must be worn at all times.

Primary Purpose and Scope of the Job:

To assist in the providing a first class experience for our customers by providing a safe and welcoming environment to be enjoyed whilst visiting Warrington Market. The person appointed to the post should be customer focused and be capable of coping with a variety of situations that may arise in a busy commercial retail environment and have a flexible approach to their work.

WORKING RELATIONSHIPS:

Market traders, members of the public

KEY TASKS AND ACCOUNTABILITIES:

1. Ensuring all areas of the food court are cleaned to the required standard at all times with special attention to under table areas
2. Ensuring that tables are cleaned and cleared of dirty plates efficiently and that seats and tables are available for customers to use at all times
3. Ensure plates, cups and cutlery are taken to the service area, rinsed and loaded in to the dish washer and returned to the traders

KEY TASKS AND ACCOUNTABILITIES:

3. Operate the dish washer and report any maintenance issues promptly
4. Ensure the dish washer, sinks and surrounding service area is kept clean at all times
5. Operate a mechanical floor scrubber/dryer and associated cleaning equipment
6. Provide a first class customer service through confident and friendly welcoming communication with our customers
7. Assist with emergency evacuations and accidents
8. Liaise with other market staff to ensure a high quality front line service is maintained at all times
9. Provide cover for colleagues during absence
10. Any other duty or responsibility, which falls within the general scope and purpose of this job description as required to be undertaken by the management.

REVIEW ARRANGEMENTS:

The details contained in this Job Description reflect the content of the job at the date it was prepared. However, it is inevitable that over time, the nature of the jobs may change. Existing duties may no longer be required and other duties may be gained without changing the general nature of the post or the level of responsibility entailed. Consequently, the Council will expect to revise this Job Description from time to time and will consult with the post holder at the appropriate time.

Prepared/Revised By:

Agreed Job Description Signed By Holder:

(To be signed only following appointment)

Date Job Description signed by Holder:
