

## **Job Description**

### **Maggie's Be Café Barista**



This employee would report to the manager on duty, and would be someone who provides our guests with the best possible service and experience from the time they walk through our doors, until they leave. The most important aspect of this position is having the willingness to assist the BEristas with tasks as needs may arise, and being a positive peer who understands the value, talents, and abilities of each Maggie's Be Café employee.

#### **Key responsibilities:**

- Making beverages to customer specifications
- Demonstrating a calm and patient demeanor during periods of high volume, stress, or unusual events
- Being a positive example for the cafe team at all times
- Assisting the BEristas with their delegated tasks if needed

- Maintaining a safe and healthy work environment by following organization standards and sanitation regulations
  - Operating the register timely and accurately
- Assisting with the opening and closing duties of the café
- General cleaning duties (bathroom, dishes, floors, etc.)
  - Greeting customers upon arrival
  - Taking orders from customers
  - Delivering orders to customers
    - Stocking supplies

### **Expectations For Employees**

- Baristas must display kindness, patience, and compassion to all customers and employees of Maggie's Be Café.
- Baristas must arrive to work on time, and be willing to work early morning hours, some evenings, weekends, and holiday shifts.
- Baristas must have a reliable mode of transportation to get to and from Maggie's Be Café.

This is a paid job, for no more than 40 hours per week. These hours are to be determined by the executive manager.

Signature \_\_\_\_\_ Date \_\_\_\_\_