**JOB DESCRIPTION**

## **Job Title:**

Casual Event Staff (Front of House / Waiting Staff / Bartenders / Porters)

## **Reports to:**

Conference & Banqueting Manager

## **Hours:**

As & when required, predominantly evenings and weekends for special events

## **Salary:**

NMW / NLW

## **Location:**

Various Ironbridge Gorge Museum Trust sites – predominantly Blists Hill and Coalbrookdale

## **Function:**

To work alongside our Catering and Conference & Banqueting Teams to deliver weddings, events and exhibitions at our various locations within the Ironbridge Gorge World Heritage Site.

## **Requirements**

**Essential:**

* friendly and hard-working
* exceptional customer-service standards
* flexible - available to work evenings and weekends
* excellent communication skills
* the ability to work as part of a busy team
* be presentable and reliable
* be able to get to our various locations around the Ironbridge Gorge.

**Desirable:**

* Previous event, catering or front of house experience.

**Roles available:**

**FoH / Waiting Staff:** setting up, serving buffets and meals, clearing up

**Bartenders:** serving customers, preparing a variety of drinks, cash handling

**Porters:** prepare the room, move furniture, set up tables etc

**Kitchen Porter:** washing up as well as polishing glasses.

Signed (postholder): …………………………… Printed: ……….………….. Dated: …………..….

Signed (manager): ……………………………… Printed: …………………….. Dated: …………..….

**This job description is subject to periodic review.**