



Variety Village Kiosk Attendant

Status:	Part-Time/On-Call
Reports to:	Co-ordinator, Human Resources
Hours:	Friday 2:30am to 8:00pm Saturday and Sunday - 7:00a.m. to 12:00p.m. & 12:00p.m. to 5:00 p.m. *on call for vacation and sick days for morning or evening shifts.
Positions:	3

Located in southwestern Scarborough, Variety Village is an inclusive, adaptive and family friendly facility serving more than 30,000 individuals each year. With approximately one half of its members with a disability, Variety Village has had, and continues to have, a profound impact on the lives of people with disabilities and their families. Through adaptive sport and recreation programming, outreach and education, Variety promotes inclusion and healthy living through adapted physical activity.

Summary:

The incumbent in this position will be responsible for operating Variety's Coffee Kiosk on an on call needed basis, for the afternoon, weekend and early evening shift, ensuring excellent customer service at all times.

Responsibilities include, but are not limited to:

- Selling a variety of prepared food and hot and cold beverages
- Preparing coffee and other hot beverages
- Monitoring food trends and tracking the popularity of various menu items and make recommendations for potential changes to meet customer requests and preferences
- Cleaning counters, fridge, equipment and kitchen utensils daily before closing
- Handling cash, including taking cash payments and providing correct change, including closing cash at end of shift
- Assisting special needs members with purchases, as necessary
- Maintaining professional customer service standards in all dealings;
- Following health and safety requirements to ensure the kiosk is maintained in a clean and safe manner at all times;
- Other related duties as required

Qualifications:

- Food Handling Certificate or willing to obtain the certification
- Experience in handling cash
- Experience in the food services industry an asset
- Previous experience in a customer service related environment
- Ability to multi-task
- Solid organization skills
- Dependable and honest
- Punctual
- Able to work effectively without direct supervision

Interested applicants should submit their covering letter and updated resume to the Human Resources office by **June 8th, 2018**. Please note that selected applicants will be required to participate in a multi-step interview

process. A criminal check will be also be required. For additional information, please visit us at www.varietyvillage.ca .

Interested applicants should submit their covering letter and resume to:

Attn: Human Resources
Variety Village
3701 Danforth Ave.
Scarborough, ON
M1N 2G2
humanresources@varietyvillage.on.ca

Please note that requests for accommodation can be made at any stage of the recruitment process providing the applicant has met the requirements outlined in the job posting. Applicants should to make their requirements known when contacted.