



THE TANK MUSEUM

Catering Assistant

Role Description

The Tank Museum was founded in 1923 as a teaching resource for engineers and soldiers of the Tank Corps. Over recent years, the Museum has dramatically transformed from a training aid for the Army to a 21st century Museum aspiring towards access and excellence for all.

Based at Bovington Camp, the home of the tank, the Museum boasts the most comprehensive collection of armoured fighting vehicles in the world. In addition, the Museum has a very strong supporting collection of medals, photographs, film, sound recordings, fine art, books, weapons, models and memorabilia. Current displays tell the story of the tank from its inception in 1915 to the recent war in Afghanistan. The entire collection has Designated Status. In 2018 The Tank Museum became part of Arts Council England's National Portfolio.

Catering

The Catering operation consists of a large and busy restaurant together with several other catering outlets across the Museum site. Contributing to the organisation not only commercially but adding to an excellent all-round visitor experience.

The Catering Assistant will be expected to support the Catering Operations Manager and team in ensuring that the Museum's catering facilities runs smoothly with a high level of food delivery and customer service.

Role Profile

Role Title	Catering Assistant
Department	Commercial
Key Relationships	Catering Operations Manager, Restaurant Supervisor, Head Chef, General public
Overall Role Purpose	Assisting the Catering Operations Manager and the rest of the team in ensuring that the museum's catering facilities run smoothly. Providing high quality food delivery and excellent customer service.
Key Accountabilities	<ul style="list-style-type: none"> • Assisting with food preparation. • Serving customers food and drink ensuring the highest standard of customer service is achieved. • General kitchen and restaurant cleaning, ensuring the highest standards of hygiene and cleanliness, conforming to legal requirements in relation to Health & Safety, Food Safety, Hygiene and COSHH procedures. • Assist in the delivery of catering for events and promotions within the Museum. • Cash handling in accordance with cash handling procedures. • Ensuring that a high level of personal presentation is achieved at all times.
	The duties and responsibilities in this job are not restrictive and the post holder may be required on occasion to undertake other duties. This will not substantially change the nature of the post.

Person Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> No specific qualifications required 	
Experience		<ul style="list-style-type: none"> Experience of working in a Catering role Experience of working in a customer service environment
Knowledge & Skills		<ul style="list-style-type: none"> Knowledge of food preparation procedures Sound awareness of health & Safety and food legislation
Personal aptitude	<ul style="list-style-type: none"> A people person. Passion for food Hard working 	<ul style="list-style-type: none"> Excellent attention to detail and accuracy
Disposition	Enthusiastic and committed	
Other requirements	The ability to work weekends and support special events.	