

WE ARE HIRING



Ref No: E2/IL/2023/09
Date: 04th July 2023

Addu International Airport Pvt Ltd

F&B Assistant (x 3)

Requirement / Qualifications:

- At least 2 years of F&B Service experience or equivalent as required for the position.
- Fluency in written and spoken English.
- Must be Computer literate.

Key responsibilities:

- Co-ordinate and assist F&B Supervisor on staff rostering, proper work allocation and timekeeping of shift duties to ensure continuous and smooth operation of the cafés and kiosks.
- Ensure co-workers comply with food safety, security, compliance and quality standards and procedures established by the company and regulatory authorities. Ensure proper PPE is used by the staff while handling food.
- To lead shifts as assigned by the manager taking responsibility for delivering the best services to customers.
- Create new and innovative ideas to produce unique beverages.
- Greet and take guests orders for beverages and / or food in a friendly, courteous, professional, and timely manner to ensure total guest satisfaction.
- Prepare food items according to the menu and display them in the designated areas.
- Clean and maintain the food outlets, workstations, machinery, utensils, and seating area.
- Carry out inventory and stock counts and refill stock as required.
- Ensure stock is replenished and all required items are in stock at the beginning of each shift.
- Follow the food waste and waste disposal procedures, regulatory procedures, and hygiene standards.
- Transfer prepared food items (snacks) to retail outlets including lounges.
- Attend and assist in catering events organized by the company or as instructed by the supervisor.
- Prepare coffee, tea, and other beverages as per the menu and serve.
- Prepare snacks as per the menu and serve.
- Remove and take away used disposable plates and cups from the tables and counters and dispose of them.
- Maintain food Hygiene standards (recommended: HACCP standards)
- Complete all food safety and Health and Safety paperwork.
- List down and request all the products required for the outlet to avoid service interruption.
- Ensure that machinery and tools are handled properly to prevent damage.
- Comply with safety, security, compliance and quality standards and procedures established by the company and regulatory authorities in performing the assigned role.

Competencies:

- Be self-motivated and a team player.
- Must have a positive attitude and great customer service skills.
- Be able to professionally handle irate and disgruntled customers.
- Must be able to work under pressure and meet deadlines, while maintaining a positive attitude.
- Able to work shifts including nights, weekends, holidays, and varying schedules.
- Be able to work extended shifts when required due to varying flight schedules, manpower shortage and seasonal needs.

Salary:

Basic Salary: MVR 6,080/-

Service Allowance: 3,450/-

Shift Allowance: 1,500/-

Overtime Pay will be paid as per company policy.

To be attached with the Curriculum Vitae:

- Addu International Airport Pvt. Ltd.'s Job Application Form. (Can download the form from our website)
- Photocopy of the applicant's National Identity Card.
- Passport size photo of the applicant.
- Educational certificate photocopies.
- Reference letter
- Police report (not less than 3 months from the date of issuance)

Deadline: 18th July 2023

Send your applications to hr@ganairport.aero

