

Flinders Park (Junior) Football Club

BBQ Attendant Duty Statement/ Procedure



1. Name of Position	BBQ Attendant
2. Who the Position Reports to	Kiosk Manager
3. Where the Position is Located	Flinders Park Football Club
4. General Description of the Position	To assist in running the BBQ on match days
5. Specific Responsibilities	Ensure enough BBQ food is cooked ready for purchase during the shift Serve customers promptly and ensure correct money is paid Observe all food hygiene requirements
6. Other Responsibilities	As requested by the Kiosk Manager or Committee Member on the day
7. Procedures	
<ul style="list-style-type: none"> • Turn up when rostered on or make arrangements for someone else to attend for you • Be on time and advise the people on the previous shift you are ready to take over • Take over either a cooking role on the BBQ or a serving role • Wear gloves when handling food (meat and rolls) at all times and use tongs • Have enough cooked onions and sausages on hand to last for some time • Cook enough bacon and eggs to serve in the next 15 minutes or so • Do not pre-cook steak - only cook as it is ordered • Put cooked food in the warming tray and onions in the bowl/saucepan • Request additional food from the Kiosk Manager when required • Do not leave the money box unattended at any time • If the money float gets too full please advise the Kiosk Manager who will remove the excess 	

This document was endorsed by the Flinders Park (Junior) Football Club committee on 4th March 2014. It can be amended by the committee at any time, however in the absence of changes it will be reviewed again on 4th March 2016.