

Maranatha Baptist University

Job Description

Job Title: *Old Main Café – Barista*

Department:	Campus Stores	Supervisor:	Campus Stores Manager
Employee Name:		Employee Classification:	Student
Prepared by:	Joel Seng	Date Updated:	04/2018

Summary

At Old Main Café, we strive to maintain a fun, trendy, and professional atmosphere to serve our customers with the very best cup of coffee.

Essential Duties

- Welcomes customers by determining their coffee interests and needs.
- Educates customers by presenting and explaining the coffee drink menu; answering questions.
- Prepares and sells coffee drinks by following prescribed recipes and preparation techniques for coffee drinks, such as, espresso, espresso lungo, caffe latte, and cappuccino.
- Maintains inventories by replenishing coffee bean supply; stocking coffee brewing equipment; maintaining supplies, pastries, and cookies for coffee bar.
- Keeps equipment operating by following operating instructions; troubleshooting breakdowns; maintaining supplies; performing preventive maintenance; calling for repairs.
- Maintains safe and healthy work environment by following organization standards and sanitation regulations.