



## **PARRY SOUND AREA MUNICIPAL AIRPORT**

### **Wings Café- Food Service Attendant – Full-Time and Part-Time/Year-Round Positions**

**Summary:** Perform all kitchen duties required to fulfill breakfast and light lunch menu. Implement directives set forth by the Airport Manager, or Customer Service Manager.

**Location:** 97 Airport Road

**Reports To:** 1. Airport Manager 2. Customer Service Manager

#### **Tasks**

---

##### **General**

1. Prepare and serve breakfast and light lunch.
2. Take orders and complete transactions.
3. Ensure Café operates efficiently and safely, offering high level service standard.
4. Monitor, manage and replenish stock as needed.

##### **Customer Service**

1. Establish and maintain good relationship with stakeholders, customers and ratepayers.
2. Greet visitors and provide inviting atmosphere.
3. Keep kitchen and eating area clean.

##### **Operations**

1. Assist with inventory control and maintain supplies at an adequate level to ensure continuous and efficient Cafe operation.
2. Perform housekeeping duties in the Café and Airport Business Center including washrooms.
3. Perform all other duties as assigned.
4. Opening and Closing procedures.