



GRET



#CES-2389499



BALLINFOYLE COMMUNITY CENTRE,

Ballinfoyle Comm Ctr, Ballinfoyle, Galway, Co.

Galway, H91 PN50



No of positions : 1



Community Employment Programme



19.5 hours per week



[Community Employment Programme Rates](#)



28/04/2025



09/06/2025

## How to register your interest

To register your interest, take note of the scheme reference number and then:

- [Sign in](#) using your MyGovID account

( Search using the scheme reference number and submit your details )

or

Contact a case officer in your [local Intreo Office](#)



Open your camera app & point here to view this ad online



## Coffee Dock Barista - GRETB CE SCHEME

### Application Details

Eligibility to participate on CE is generally linked to those who are 21 years or over and in receipt of a qualifying social welfare payment for 1 year or more or 18 years and over for certain disadvantaged groups. Your eligibility will have to be verified by the Department.

You can register your interest by selecting the 'Register your interest' button or you can contact an Employment Personal Advisor (EPA) in your local Intreo Centre.

### Job Description

#### Duties

This is a developmental opportunity, no experience necessary. Accredited training will be provided to support your career.

The main responsibilities are

Preparing and Serving Beverages

- Crafting a variety of coffee based drinks, preparing teas, smoothies, and other menu beverages.
- Ensuring drinks meet the highest quality standards.

Operating Coffee Equipment

- Using coffee machine, grinder, blenders, and brewing devices correctly.

Team Collaboration

- Communicating effectively with other staff members to ensure smooth operations.
- Supporting team members during busy periods.

Promoting the Brand

- Develop Social Media content promoting menu items and promotions.
- Feed into the development of marketing campaigns.

Occasional Centre Support

- Room set up and reception duties.
- Ensuring Centre facilities are kept clean & presentable.
- Regularly cleaning and maintaining equipment to ensure proper functioning.

Customer Service

- Greeting customers warmly and creating a welcoming and inclusive environment.
- Addressing customer feedback or complaints professionally.

Cash Handling

- Processing payments via POS system.
- Balancing the till and handling transactions responsibly.

#### Maintaining Cleanliness

- Cleaning the coffee dock and equipment regularly.
- Following health and safety guidelines for food and beverage preparation.

#### Inventory Management

- Monitoring stock levels of coffee beans, milk, syrups, and other supplies.
- Restocking items as needed or notifying management of shortages.
- **Sector:** accommodation and food service activities