

## 2024 Intermediate Category Job Description

Clover Coffee Company  
4444 Clover Road  
Clover City, OH 12345

**Contact:** Chris Clover

**Position:** Coffee Bar Attendant

**Position Overview:** Clover Coffee Company is seeking a motivated and friendly individual to help us serve the best brew in town. No previous experience in the food or beverage industry is required. Duties would include preparing customers orders which includes coffee drinks and preprepared packaged food items. Friendly and able to interact with others in a positive manner is a must. Attendant would also assist in bussing tables, making signs, and ensuring front of the house inventory is stocked.

### **Essential Job Functions:**

- Brewing Coffee
- Preparing drinks according to orders
- Providing excellent customer service
- Working as part of a team to efficiently fill orders

### **Other Necessary Skills:**

- Detail oriented
- Good in a fast-paced environment
- Relationship oriented
- Social Skills
- Teamwork

Eligibility: Intermediate