

# GRAFTED COFFEE & TEA BARISTA



## POSITION SUMMARY

Under the direction of John Challinor Teaching Pastor, the Grafted Tea & Coffee Barista will help craft an experience that helps everyone encounter Jesus. Having a servant's heart will translate into everything that you do and creates an environment that shows God's love. We are here to serve coffee, but most importantly, we serve our customers well.

(Status: Non-Exempt, Part Time)

## SCHEDULE

Weekdays, Weekends and Holidays depending on event

— WHATEVER IT TAKES —

## BASIC DUTIES & RESPONSIBILITIES

Welcome customers by determining their coffee/tea interests and needs

Educate customers by presenting and explaining the coffee/tea drink menu; answer questions

Prepare and present beverages according to established recipe and presentation standards

Record and accurately process purchases using the POS system

Collect and process payments from customers, including cash, credit and debit cards

Comply with health, safety and hygiene guidelines and regulations

Complete opening and closing duties for each shift

Stock inventory according to storage requirements

Maintain a safe and healthy work environment by following organization standards and sanitation regulations

Clean and sanitize work areas, utensils or equipment

Maintain a welcoming seating area for customers to encounter Jesus and engage in their faith

Serve prepared foods, such as muffins, bagels or biscotti

Teamwork, including working collaboratively and respectfully with other staff members to create a successful working environment

Build relationships and personally connect with customers

## MINIMUM QUALIFICATIONS

A personal relationship with Jesus Christ

Committed to vision, values and beliefs of Heights Church

Detail-oriented and passionate about product quality

Demonstrates evidence of a Christ-like attitude in words and actions

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HUMBLE  
THIRSTY  
PEACE SEEKING  
LIFE GIVING

PHONE (928) 445.1421

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## PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit; use hands to finger; and talk or hear. The employee is occasionally required to stand; walk; reach with hands and arms; and stoop, kneel, or crouch. The employee must occasionally lift and/or move up to 35 pounds. The employee is required to stand and walk for long periods of time, up to 10/12 hours during events; Specific vision abilities required by this job include close vision, and color vision.

## ITEMS TO PROVIDE

Current and up-to-date resume & Completed Application

## MINIMUM QUALIFICATIONS CONT.

- Strong administrative and organizational skills with attention to detail
- Ability to manage multiple projects and prioritize effectively
- Ability to work in a fast-paced and change-oriented environment
- Demonstrated people skills, problem solving skills and accurate work product
- Effective communication skills (interpersonal and group)
- Must be a versatile and collaborative team player with the ability to work independently
- Proficiency in Microsoft Office, including Word and Excel. Experience with a Mac platform preferred. Experience using database systems is preferred
- Demonstrated ability to project a professional Heights image through in-person, email and phone interaction
- Proven ability to use good judgment and ability to maintain confidentiality
- Ability to lift 35 pounds
- Ability to stand and walk for long periods of time during events (often up to 10 hours)
- Ability to work evenings, early mornings, late nights, weekends and holidays

## TO BE CONSIDERED

Submit a resume and a completed application to Beth Daniels at [jobs@heightschurch.com](mailto:jobs@heightschurch.com).

We will begin reviewing candidates January 1, 2019.

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