



## Top of the Range, Macedon Regional Park Position profile: **GENERAL STAFF / WAITER**

### Summary

We are looking for someone to join our team as somewhat of an all-rounder... The general staff position is someone who does small scale food prep, such as preparing milkshakes, or heating scones, running food to tables etc, as well as clearing of tables, cleaning, and dishes.

### About Top of the Range

Situated at the summit of Mount Macedon, within the Macedon Regional Park, Top of the Range, despite it's amazing location in the natural environment is only 45 minutes from Melbourne, and 15 minutes from Woodend, and Gisborne.

### Tasks, and duties

This list is a guide to your duties within the business, but this is an evolving role, and we want someone who can grow, and manage their position to best suit the needs of the business.

- Preparation of items in the scones/dessert department
- Keep your work areas clean, and tidy
- Help other departments in the business where needed
- Clearing tables, and cleaning where/when needed
- Cleaning, and putting away of dishes
- Small-scale customer service (with the option to advance to Point of sale duties etc)
- Utilise our internal management system to stay up to date with all internal communications, including your work schedule
- Attend regular staff meetings when required

### About you

Skill, and qualification requirements

- Good communication skills
- Quick thinking under pressure
- A 'team player' attitude
- Impeccable punctuality, and attendance
- You must be 16 years of age or over
- You must have the right to work in Australia

We're looking to have someone with enthusiasm, initiative, and energy. We value team players, our particular workplace only functions best when everyone works together.

### Pay, and entitlements

- Remuneration is based on the Hospitality Award Rate, with the option to negotiate higher rates based on skill, and performance.
- Superannuation will be accrued at the standard legislated rate.
- Sick leave, and annual leave will be accrued at the legislated rates.

### Days, and hours of employment

Sunday employment is a requirement of this role, and is not negotiable.

- Sunday: 11:00am - 4:30pm (5.5hrs)
- Saturday: 11:00am - 4:30pm (5.5hrs)
- Opportunity for other hours based on performance

### Who is this job aimed at?

While this job is open to anyone; it is an ideal introductory role for someone looking to start in hospitality, or to earn extra money while completing education, or other work etc.

### Interview process, and trial employment

After submitting your resume to us, we will make a determination on your suitability to advance to an interview. Should you advance past the interview stage, you will be offered a trial period of employment. This trial period will last for 4 weeks, during this time, your suitability to gain permanent employment will be tested. Upon the successful completion of the trial period, a letter of employment will be issued.

### Want to join our team?

For further information or to express interest in this role; please supply the following information in an email to; [luke@topoftherange.net](mailto:luke@topoftherange.net)

- Name
- Phone number, and email address
- Cover letter, and resume/CV

### Top of the Range, Macedon Regional Park

Memorial Cross Loop Road, 415 Cameron Drive, Mount Macedon 3441  
Phone: 03 5427 3466

Website: [www.topoftherange.net](http://www.topoftherange.net)