



Top of the Range, Macedon Regional Park

# Open position: COFFEE MAKER / BARISTA

## Summary

We are looking for someone to join our team as a coffee maker, and front of house all rounder. If you can make awesome coffee, and have an enthusiastic approach to customer service, we think this job is for you.

## 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.

- Coffee making
- Customer service
- Front of house duties
- 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
- 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.

- Thursday 11:00am - 4:30pm (5.5hrs)
- Friday 11:00am - 4:30pm (5.5hrs)
- Saturday: 11:00am - 4:30pm (5.5hrs)
- Sunday: 12:00pm - 5:00pm (5.0hrs)
- Opportunity for other/extended hours based on performance

## Who is this job aimed at?

Anyone with a good level of competence, and efficiency in making coffee.

## 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 apply for this role; please supply the following information in an email to: [luke@topoftherange.net](mailto:luke@topoftherange.net)

- Name
- Phone number, and email address
- 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)