

# GRAVETYE *Dining*

**Job title:** General Assistant

**Department:** Restaurant

**Job type:** Full-time (48 hours per week)

Come and join a dynamic team of professionals at Gravetye Manor.

Our newly appointed Restaurant Manager is looking to recruit motivated and passionate candidates to evolve in our newly built 60 seat Michelin starred restaurant with uninterrupted views over our famous gardens.

Be ready to show your skills, learn from us all and deliver an impeccable service, yet in a friendly atmosphere.

**Responsibilities:**

- To be on duty on time and always be presented in a clean and smart manner, ensuring suitable uniform is worn.
- To maintain the standards of Gravetye in keeping with the four red star status set by the AA and Relais & Châteaux and one Michelin star.
- To maintain the cleanliness of the still room at the highest level and monitor regular cleaning schedules.
- To look after all dirty dishes, cutlery and glasses coming from the restaurant and the lounges.
- To understand the importance of taking care of equipment.
- To comply with our Green Gravetye Chart regarding waste disposal.
- To attend and participate in any training and personal development schemes as recommended by your manager.
- To support the restaurant team if required during peak times.
- To carry out any other reasonable duties as requested by management.
- To be fully aware of the required standards of Health and Safety in accordance with the Health and Safety at Work Act 1974 and company procedures and to attend Health & Safety Training as requested.
- To have a full knowledge of and be able to act upon the Fire procedures as laid down in the Hotel Fire Procedure in compliance with the Fire Precautions Act 1971, and to attend Fire Training as requested.

**Required skills / Experience:**

- To be committed to being part of a driven team that is aiming to achieve quality and high standards throughout the hotel.
- To be able to communicate with colleagues and managers in English
- To understand the necessity to dispose of each type of waste sustainably.
- To demonstrate an excellent attention to detail.

**Benefits:**

- 28 holiday days inclusive of bank holidays and a day off on your birthday after one year
- Quarterly paid service charge
- Staff discounts available within Relais & Châteaux and Pride of Britain
- Staff discounts at Gravetye Manor and family rates
- Anniversary gifts from your first anniversary
- Employee of the quarter and employee of the year awards
- Meals provided on duty
- Auto enrolled into company pension scheme
- Yearly Christmas staff party



- Staff accommodation subject to availability

Your job title and the tasks outlined above do not limit or define the work for which you are employed and the Company may require you from time to time to do other work within your capability. We may also ask you to work for short periods in other departments, if this is the case, then training will be provided where necessary to enable you to undertake the tasks expected of you.

To be considered for the role of Still Room Assistant at Gravetye Manor, please send a copy of your CV and a cover letter to [careers@gravetyemanor.co.uk](mailto:careers@gravetyemanor.co.uk) or use our online application form.

Thank you for considering Gravetye Manor as your next career step and we very much look forward to welcoming you in our team.