



YOUR
QUICK
GATEWAY
(WINDSOR)

Windsor International Airport
3200 County Rd. 42
Unit Number 200
Windsor, Ontario
Canada, N8V 0A1

phone: 519-969-2430
fax: 519-969-6053
web: www.YQG.ca

Position:	Lounge/Café Attendant (Part -Time)
Department:	Administration
Location:	YQG Terminal and Pre-board
Posting Status:	Part-Time
Union:	UCTE
Base Wage Per Hour:	\$15.30

Core Duties:

- Reporting to the Lounge/Café Supervisor
- Effectively attend the YQG Lounge and the Pre-Board Café.

Duties:

- Responsible for the set-up, serving and sales of food (catered) and beverages (soft drinks and alcohol).
- Preparation of coffee and light foods daily.
- Coolers are to be stocked at all times (beginning and end of shifts).
- Maintains a clean prep area and dining area (food preparation areas, tables, counters, sinks, and areas where guests dine, including footrests). To be completed at end of every shift.
- Handling cash/debit/credit card transactions. Balancing till at beginning and end of shift.
- Inventory control when assigned.
- Create a positive guest experience by delivering a high level of service to our guests.
- Other duties as assigned.

Qualifications and Requirements:

- Must be Smart Serve Certified
- Must be Food Handling Certified
- Must be of age to serve alcohol
- Ability to obtain a Police Clearance [upon hire]
- Ability to obtain a Restricted Area Identification Card (RAIC) [upon hire]
- Ability to work unsupervised
- Ability to work early morning, afternoon or early evening shifts
- Ability to work weekends, holidays or on short notice
- Previous experience in serving and customer service considered an asset
- Must be able to take direction
- Able to work in a fast and at times slow paced environment
- Able to bend, stoop, stand (up to 8 hours) and lift maximum of 50 lbs.

Revised: 08-08-2019