



## International Peace Support Training Centre

### International Peace Support Training Centre (Kenya) Job Vacancies

The International Peace Support Training Centre (IPSTC) was established to enhance operational capacity for peacekeeping through training, education and research for the benefit of military, police, and civilian staff.

The centre wishes to engage a competent candidate on a short term contractual basis in the following position:

### **WAITER/ WAITRESS**

#### **JOB PURPOSE:**

The official duties of the **Waiters/ Waitress** is to take orders and serve food and beverages to patrons in a dining establishment, and check with patrons to ensure that they are enjoying their meals and take action to correct any problems.

#### **PRINCIPLE ACCOUNTABILITIES:**

- Waiters/Waitress must be on their feet for long periods of time.
- Professional and friendly. (Even in tough situations)
- Team player.
- Effective communication skills with guests and staff.
- Quick thinking.
- Ability to lift heavy trays filled with glassware/food.
- Great attention to detail.
- Great guests and make them feel comfortable.
- Learn menu items and be able to describe them appropriately to guests.
- Take beverage and food orders.
- Deliver beverages and food in a timely manner.
- Check-in with guests to ensure that everything is going well.
- Clear dirty dishes from table.
- Refill beverages throughout the meal.
- Deliver guest's bill and thank them for dining.
- Work with other servers and be a team player.
- Reports to the In-Charge Facilities.

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## EMPLOYMENT STANDARDS

### ABILITY TO:

- Prioritize work to complete assignments in a timely manner.
- Must demonstrate ability to use catering Equipment's.
- Must possess good interpersonal and communication skills.

### KNOWLEDGE OF:

- Basic Culinary skills
- Basic Math skills.

### QUALIFICATIONS:

- 2 years relevant experience in a training institution of similar standing, hotel or restaurant.
- Diploma in Food and Beverage Service and Sales from a recognized training Institution/equivalent.

### How to Apply:

Applications including cover letter, CVs, copies of relevant certificates, current remuneration and expected remuneration as well as current notice period should be addressed to the:

Director  
International Peace Support Training Centre  
Westwood Park, Karen  
P O Box 24232 - 00502  
Nairobi, Kenya

Or emailed to: [jobs@ipstc.org](mailto:jobs@ipstc.org)

Deadline for submitting applications is 10<sup>th</sup> May 2019. Only short-listed candidates will be contacted to undergo a selection board interview.

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