



## **BURUZU PVT. LTD.**

H. Fentenoy, 1st Floor, Buruzu Magu, Male', Republic of Maldives  
Tel: (960) 333 8008, 331 4487 Fax: (960) 331 0827 e-mail: [info@buruzu.com](mailto:info@buruzu.com), website: [www.buruzu.com](http://www.buruzu.com)

**Position:** Captain/Supervisor (Cafeteria)

**Job Location:** Male'

**Salary:** USD 389.2 (MVR6,000/-)

### **Main Responsibilities:**

1. Maintain through supervision and instruction the standard of cleanliness and hygiene practices within the catering department
2. Check the working order of equipment used for service delivery, reporting to management where necessary regarding malfunctioning equipment
3. Supervise work practices to meet the trust's Health and Safety policy And Food Hygiene legislation according to instruction and training
4. Training of new members of staff in procedures and cleaning methods
5. Assuring proper inventory and maintaining safe guarding of all cafeteria supplies, equipment, and materials.
6. Maintain appropriate records regarding cash takings, cleaning schedules, rotas and repairs.
7. Monitor staff work performance
8. Responsible for securing the department at the end of service

### Qualification:

- Degree in hospitality

### Requirements:

1. Proven supervisory or management experience is required
2. Food and beverage experience is an asset
3. Customer service and communication skills an asset
4. Planning and budgeting experience is an asset
5. A diploma or degree in hospitality or food and beverage management is generally required
6. Minimum experience of 3 years in relevant field(F&B)
7. Fluent in English
8. Safe food handling
9. First aid and service training are assets
10. Ability to work well under pressure
11. Customer service skills

Please email the CV and other necessary documents to [info.buruzu@gmail.com](mailto:info.buruzu@gmail.com)

For inquiries, please contact **+960-3338008**, +960-3314487, 7938008

SHE Building 3<sup>rd</sup> Floor, Buruzu Magu, 20075 Male', Republic of Maldives