



Position: Utility Staff (per diem)

Department: Events/Kitchen

Who We Are: Gourmet Galley Catering is a full service, custom caterer with over 20 years of experience. We are certified green and have been featured in Martha Stewart Weddings, The Knot, and Carats and Cake. In addition to our catering division, we operate 2 retail stores in North Stonington and Niantic. We offer prepared foods that are ready to heat and serve as well as local products, foodie retail items and made to order lunch to enjoy overlooking the Niantic Bay! Now you can enjoy our delicious food in our restaurant or in the comfort of your own home!

What We Need: We are looking for Kitchen Utility staff for Gourmet Galley Catering offsite events. The ideal candidates must be energetic team players, with a positive outlook and a passion for food, beverage, and events.

The Utility staff members are responsible for properly receiving, maintaining, packing and storing GG vehicles for return shipment of all items delivered to the event. You will also maintain proper separation of all equipment delivered by outside vendors.

This is a part-time, per diem position.

Responsibilities:

- Assist floor staff and bartenders in the unloading of the GG truck upon arrival
- Inventory of all rental companies, GG internal and all third party vendor items upon arrival. Be sure that all rental and GG deliveries are counted with assistance of FOH staff and all items stored appropriately
- Cross reference all items against GG packing list and rental orders
- Set and manning up of the utility station to the GG standard specifications
- Loading to vehicle of all GG equipment throughout events
- Supervise end of party break down of the utility area and relocation of rentals, garbage, linens and third party delivery as directed by Event Director and Coordinator
- Final walkthrough of the party site, including all back of house, kitchen and front of house areas used during the event to ensure that no equipment is left behind and that the site according to GG close out standards.

Requirements and Skills:

- Weekend and nights availability Friday through Sunday is a must
- Team player, self starter and fast learner with a can-do attitude
- Ability to work in a fast paced environment
- Strong attention to detail and organizational skills
- Excellent communication skills
- Must have reliable transportation
- Must be able to lift up to 50 pounds and work on feet for long periods of time

Compensation: Hourly rate based on experience up to \$20/hr + possible gratuity; additional compensation for vehicle driver and/or passenger

Apply Now: Please send resume to work@gourmet-galley.com