



Career Opportunity:

Title: Bridge Cafe Assistant

FLSA: Non-exempt

(Part-time; Shift Work Sundays 8:00am-2:00pm and Thursdays 9:00am-1:00pm; may require occasional early evening hours)

Location: Breakthrough-FamilyPlex 3219 W. Carroll Avenue Chicago, IL 60624

We Are Breakthrough-Bridge Café:

The Bridge Café connects the community by providing a tasty menu and comfortable space for friendships to begin and deepen, while supporting local young people chasing their dreams.

Position Summary:

The Bridge Cafe Assistant's responsibilities includes but is not limited to:

- Ensure all health/safety and food handling policies and procedures are followed.
- Prepare and distribute food and/or beverages using: correct tools, presentation techniques, correct temperatures and portion sizes.
- Prepare and distribute food and beverages with an energetic and professional attitude
- Maintain a clean working environment in all areas of the café and concessions area using proper cleaning and chemical solutions
- Use the dishwasher and wash up as necessary
- Monitor the inventory and making sure all dates are being properly displayed and followed
- Ensure that all food cabinets are stocked and tidy to deliver a full service
- Inform manager of low stock level
- Receive inventory and putting the stock away
- Monitor and log temperatures of the refrigerators and freezers daily
- Adhere to the daily checklists for opening and/or closing shift
- Ensure all accidents are recorded in the relevant accident books.
- Assist managers with financial duties if requested – cash reconciliation, banking, obtaining change, etc.

Educational/Experience Requirements:

Minimum of a high school diploma or a GED; one to three years food preparation and cooking experience; must have a basic knowledge of kitchen organization and utensil care; must have current Food Sanitation Certificate or obtain within 3 months of hire date. Must be available for work evenings and Saturdays.

Compensation/Benefits:

In exchange for the above, we offer competitive wages and a comprehensive benefit package including: free fitness center membership, employee discounts and more.



402 N. St. Louis Ave. Chicago, IL 60624 PHONE: (773) 722-1144
FAX: (773) 722-1434 www.breakthrough.org

To Apply:

Send/email/fax cover letter and resume to:

Breakthrough Urban Ministries

Attn: H.R.

402 N. St. Louis Avenue

Chicago, IL 60624

E: slyode@breakthrough.org

Fax: (773) 722-1434

We regret that we cannot take phone calls regarding this position. Breakthrough is an Equal Opportunity Employer.

All qualified candidates will receive consideration without regard to race, color, sex, national origin, age, disability, marital status, veteran status, political affiliation, sexual orientation, or any other non-merit factors. If a reasonable accommodation is needed for any part of the application and hiring process, please contact us via the telephone number listed above. The decision on granting reasonable accommodation will be on a case-by-case basis.