



KITCHEN MEMBER

BACK OF HOUSE

As a BOH Kitchen Member, you'll help ensure the consistency, flavor, and quality of all coffee, tea, and foam-based products. You'll follow precise recipes, maintain a clean prep space, and support kitchen operations behind the scenes.



ABOUT B'LETS ROASTERY

BE MINE , BE SMILE

At B'lets Roastery, we brew more than just coffee. We serve happiness in every cup, inspired by the deep roots of Vietnamese coffee culture. Our mission is to deliver handcrafted drinks and heartfelt service in a modern and welcoming space. We're building a team that shares our values of positivity, integrity, and consistency. If you're someone who thrives in a fast-paced café environment and knows how to lead with heart, we want to meet you.

KEY RESPONSIBILITIES

- Prepare coffee, tea, and foam according to standard recipes and procedures
- Accurately follow weights, measurements, and prep instructions to ensure consistent quality
- Read and execute kitchen tickets with precision
- Maintain high standards for cleanliness, organization, and product presentation
- Follow all food safety and health regulations
- Inspect ingredients regularly for freshness and proper storage
- Remain calm and focused during busy or unexpected situations
- Keep workstations clean and sanitized throughout shifts
- Perform routine deep cleaning of kitchen equipment and surfaces
- Report any equipment issues or malfunctions to the manager promptly
- Collaborate with BOH teammates to ensure smooth workflow and kitchen efficiency
- Support additional tasks as assigned related to kitchen operations

WHAT WE'RE LOOKING FOR

- Strong attention to detail and commitment to product quality
- Reliable, punctual, and flexible with scheduling based on store needs
- Effective communicator with strong interpersonal skills
- Ability to follow instructions and work well under supervision
- Basic computer literacy (e.g., clocking in, viewing prep sheets)
- Familiarity with common kitchen tools and equipment
- Self-motivated, proactive, and able to work independently



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JOB TYPE

PART TIME (UP TO 28 HOURS)

COMPENSATION

\$17.00/HR. PLUS TIP

- Sick Pay / 40 hrs. per year
- Referral bonus program
- Cal Savers



PHYSICAL REQUIREMENTS

To thrive in this role, team members should be comfortable with the following:

- Staying active and on your feet for extended periods during shifts
- Working in a fast-paced environment, moving quickly between tasks
- Assisting multiple customers while maintaining organization and focus
- Bending, squatting, reaching, and lifting to stock or organize products
- Performing cleaning tasks such as wiping down surfaces and mopping floors
- Restocking both low and high shelves, which may require frequent stretching or kneeling
- Lifting and carrying items weighing between 15–45 pounds
- May work in cold areas (below 32°F) for short periods
- May be exposed to heat over 100°F for extended time, possibly with humidity
- May work in loud environments where raising your voice is necessary to communicate

SCHEDULE

- Part-time (Up to 28 hours/week)
- 5 to 8 hour shifts
- Morning and evening availability
- Flexible scheduling
- Weekend and holiday availability required
- Operating Days: Monday – Sunday
- May require occasional overtime hours with approval

QUALIFICATIONS

- High school diploma or equivalent (preferred)
- Valid Food Handler Certification (preferred)
- Any Certification available accepted
- Minimum of 1 year experience working in kitchen, restaurant or coffee shop

PERKS & BENEFITS

- Complimentary drinks during shifts
- Paid training
- PTO begins accruing on your first day
- Team bonding events & holiday celebrations
- Employee discounts at 30%
- Referral bonus program
- Opportunities for advancement
- Fun environment