

Please Note: This announcement is not for an employment position with the U.S. Consulate General, Hyderabad. The applicant must understand that he/she will be bidding to be a private vendor contracted by the American Consulate Hyderabad Indian Employees Association (ACHIEA) to provide cafeteria services for Consulate staff for his/her own profit.

The American Consulate Hyderabad Indian Employees Association (ACHIEA) at U.S. Consulate General, Hyderabad is seeking an individual or a group to provide cafeteria services for Consulate staff. Bidders must submit a resume with details of experience and manpower.

CLOSING DATE of ADVERTISEMENT: March 15, 2016

Only bidders who are selected for the interview will be contacted.

DESCRIPTION:

- Serve as the principal restaurateur with 2 helpers or chefs to run the cafeteria, 45 hours per week, serving/catering to approximately 40 people on an average business day.
- Adherence to safety and hygiene of the cafeteria is essential. Providers will be expected to follow all food handling practices to minimize any risk of food contamination. Monthly and unannounced inspections will be conducted to ensure that safety and hygiene practices are being practiced by the U.S. Consulate General Health Unit.
- Employees of the restaurant provider will undergo (at their own expense) medical testing for HIV and TB to ensure that no communicable diseases exist.
- Take responsibility of the Consulates well-furnished kitchen appliances and supplied equipment/property. Maintain an inventory of the equipment and maintain the property in a clean/working condition.
- Offer a variety of menu items including American, Continental, Chinese, and Indian dishes for a nominal rate.
- Inform Consulate management of any absence or closure of cafeteria at least a day in advance.
- Provide your own cooking gas supply.

CREDENTIALS:

All bidders must address each selection criterion detailed below with specific and comprehensive information supporting each item.

- Education: Completion of High school (class X). Graduation or a diploma in catering or related field is an added advantage.
- Prior work experience: Must have three years minimum catering experience.
- Language Proficiency: English, Hindi, Telugu (speaking) are an added advantage.
- Job Knowledge: **Advanced knowledge of cafeteria hygiene standards, meal preparations and maintenance. Must be able to take orders and serve in minimal time frame.**

TO APPLY:

Interested bidders for this position should submit the following:

- A current resume or curriculum vitae that provides information on education, certifications, skills and experience.
- Any other documentation that addresses the qualification requirements of the position as listed above.

Submit application by mail at HyderabadHR@State.gov, and/or send by post to:

ACHIEA
U.S. Consulate General,
1-8-323, Chiran Fort Lane,
Begumpet,
Secunderabad,
Telangana – 500 003.