

**NOTE:** The Queensland industrial relations system covers most unincorporated businesses in Queensland (e.g. sole traders and partnerships) as well as some incorporated businesses operating in Queensland (e.g. some charities and not-for-profit organisations). Businesses may need to seek legal advice to determine whether Queensland industrial relations laws apply to them.

This is a summary of the major provisions of the award.

In a workplace where this award has application the Employer is required by the *Industrial Relations Act 1999* to display an up-to-date copy of the full award in a conspicuous place where it is easily read by the employees in the workplace.

## Award Summary Sheet

**Update Number: 8**

**Change/s –New rates as from 1 September 2009**

**Café, Restaurant and Catering Award – State (Excluding South-East Queensland) 2003**  
**(Southern Division Eastern District)**

**Please Note – This summary sheet will have very limited application within South-East Queensland. To determine whether or not this is the correct sheet for you, please contact Wageline on 1300 369 945.**

**Application** Applies to all employers and their employees in cafes, restaurants, coffee shops, refreshment rooms, commercial dance halls, discotheques and cabarets, entertainment lounges, and/or other places of entertainment, milk bars, bistros, side walk cafes, food bars, fish and oyster saloons, including those businesses independently operated within any other type of establishment in or from which food and/or drink are prepared and/or sold for consumption on or off the premises, including residential colleges and to all employers and their employees in take-away food establishments and the like.

*It shall also apply to all employers and their employees engaged in the business of catering including those catering businesses operated within any other type of establishment whether of the type described above or not.*

**Effective from** **September 1, 2009**

**These wage rates are to be read in conjunction with the Classification Structure as prescribed by the Award.**

	Classifications	Weekly	P/time	Casual Mon - Sat 50%	Casual Sunday 100%	All employees Public holiday 150%	
1	Kitchenhand	\$574.20	14.3550	21.5325	28.7100	35.8875	
2	Bar Attendant	\$584.10	14.6025	21.9038	29.2050	36.5063	
	Drink Waiter/Waitress	\$584.10	14.6025	21.9038	29.2050	36.5063	
	Food Waiter/Waitress	\$584.10	14.6025	21.9038	29.2050	36.5063	
	Receptionist	\$584.10	14.6025	21.9038	29.2050	36.5063	
	Cashier	\$584.10	14.6025	21.9038	29.2050	36.5063	
	Singlehand Cook	\$585.90	14.6475	21.9713	29.2950	36.6188	
	Other Cook	\$584.10	14.6025	21.9038	29.2050	36.5063	
3		\$591.40	14.7850	22.1775	29.5700	36.9625	
4	Head Waiter	\$603.80	15.0950	22.6425	30.1900	37.7375	
5	Qualified Cook	\$614.00	15.3500	23.0250	30.7000	38.3750	
6	Second Cook	\$625.40	15.6350	23.4525	31.2700	39.0875	
7	Chef of Chief Cook	\$641.20	16.0300	24.0450	32.0600	40.0750	
	Persons not otherwise provided for	\$574.20	14.3550	21.5325	28.7100	35.8875	
	Introductory Level	\$568.20	14.2050	21.3075	28.4100	35.5125	
<b>Juniors - less than 3 months experience</b>							
	Under 17 years of age	55%	\$312.50	7.8125	11.7188	15.6250	19.5313
	17 and under 18 years of age	65%	\$369.30	9.2325	13.8488	18.4650	23.0813
	18 and under 19 years of age	75%	\$426.20	10.6550	15.9825	21.3100	26.6375
	19 and under 20 years of age	85%	\$483.00	12.0750	18.1125	24.1500	30.1875
<b>Juniors - more than 3 months experience</b>							
	Under 17 years of age	55%	\$315.80	7.8950	11.8425	15.7900	19.7375
	17 and under 18 years of age	65%	\$373.20	9.3300	13.9950	18.6600	23.3250
	18 and under 19 years of age	75%	\$430.70	10.7675	16.1513	21.5350	26.9188
	19 and under 20 years of age	85%	\$488.10	12.2025	18.3038	24.4050	30.5063

**Apprentices**

Engaged in the calling of cooking

Year/Level	% of trade	Weekly	P/Time
1st year/Level One	40%	\$245.60	6.1400
2 nd year/Level Two	55%	\$337.70	8.4425
3 rd year/Level Three	75%	\$460.50	11.5125
4 th year/Level Four	90%	\$552.60	13.8150

**Trainees**

Refer to the Order *Apprentices' and Trainees' Wages and Conditions (Excluding Certain Queensland Government Entities) 2003*, Queensland Government Industrial Gazette, 11 July 2003, Vol 173, No.11, pages 878 – 927.

**Ordinary hours**

40 per week or 8 in any one day, 6.00 am – 12 midnight, worked on no more than 5 consecutive days out of 7. Spread of hours not to exceed 12 on any one day. By agreement full-time and part-time employees may work up to a maximum of 10 ordinary hours per day. See clause 6.1.

*Establishment operating only over six days per week* – worked within a period of 5 and a-half days, work on a-half day shall not exceed 4 hours and completed no later than 1.30pm. See clause 6.1.5.

**Penalty rates**

Week-end work All employees (other than casuals) - time and a-half for ordinary hours worked between midnight Friday and midnight Sunday. See clause 6.5.

**Overtime**

All time worked in excess of the daily maximum or 40 hours in a week, or outside the daily spread or outside the daily and/or weekly rostered hours is overtime and paid at the rate of time and a half for the first three hours and double time thereafter on any one day. Sunday – double time. See clause 6.4.

Refer to **Allowances** below for rate between Midnight and 6 am.

**Part-Time**

An employee who is engaged for a minimum of 12 hours and a maximum of 40 hours in any one week and shall work on not more than 5 days in any one week. Minimum of 3 hours and a maximum of 10 hours on any one day. Any part time employee who was in receipt of a 10% all purpose loading at 13/10/03 is to continue to receive that loading for all ordinary hours worked. See clause 4.3

**Casual**

Any employee engaged as a casual and who is employed by the hour. Minimum of 4 hour's pay for each engagement.

**50%** for work performed Monday to Saturday inclusive

**100%** for work performed on Sundays and work performed after 12 midnight and prior to 6.00am the following day

**150%** for work performed on Public Holidays

See clause 4.4.

**Allowances**

Late work rates – All employees (other than casuals) - ordinary hours worked between 8.00 pm and midnight, Monday to Friday inclusive, receive \$4.21 (as from 1/9/09) per occasion extra. See clause 5.3.3. All time worked, excluding overtime on a Sunday, after 12 midnight and prior to 6.00 a.m. the following day shall be paid for at the rate of time and a-half for the first three hours and double time thereafter. See clauses 6.4.3 & 6.4.4.

**Superannuation**

An employer is required to meet the minimum requirements set out in both the Federal Superannuation Guarantee legislation and this award. Employers and employees should telephone 13 10 20 to determine an employer's possible obligation under the federal legislation and should read the superannuation clause (cl. 5.6) contained within the award to determine award entitlements/obligations. The approved funds named in the award are: Host Super, Sunsuper, MTAA Industry Superannuation Fund, Metway Super.

**Notice By Employer And Employee (other than casuals)****Period of Continuous Service**

Not more than 1 year

More than 1 year up to 3 years

More than 3 years, up to 5 years

More than 5 years

**Period of Notice**

1 week

2 weeks

3 weeks

4 weeks

Where the employee is over 45 years of age and has had more than two years service, the employer is to give an additional week's notice provided that the additional week's notice shall not apply to an employee resigning from their employment with an employer.

**Redundancy**

Refer to clause 4.10. New provisions operative as from 1/12/03.

## Definitions

### Introductory

An employee who has not achieved the appropriate level of training and has less than three months experience either in the restaurant and catering industry or in another industry where the employee performed work similar to that which the employee is required to perform under this Award.

### Wage Level 1

*Food and Beverage Attendant Grade 1* means an employee who is engaged in any of the following:

- (i) picking up glasses;
- (ii) emptying ashtrays;
- (iii) general assistance to Food and Beverage Attendants of a higher grade, not including service to customers;
- (iv) removing food plates;
- (v) setting and wiping down tables;
- (vi) monitoring, cleaning and tidying of associated areas during normal opening hours where such duties are incidental to the employees main duties.

*Kitchen Attendant Grade 1* means an employee engaged in any of the following:

- (i) general cleaning duties within a kitchen or food preparation area and scullery, including the cleaning of cooking and general utensils, used in a kitchen and restaurant;
- (ii) assisting employees who are cooking;
- (iii) preparation of salad ingredients and/or distribution to a salad bar;
- (iv) general pantry duties.

### Wage Level 2

*Food and Beverage Attendant Grade 2* means an employee who has not achieved the Appropriate Level of Training, and who is engaged in any of the following:

- (i) supplying, dispensing and mixing of liquor;
- (ii) undertaking of general waiting duties of both foods and/or beverages including cleaning of tables and restaurant equipment;
- (iii) receipt of monies;
- (iv) selling of specialist stock lines;
- (v) attending a snack bar;
- (vi) engaged on delivery duties;
- (vii) general receivable and distribution of goods;
- (viii) taking reservations, greeting and seating guests under general supervision;
- (ix) assist in maintenance of dress standards and good order of the establishment;
- (x) setting up on site for small parties.

*Kitchen Attendant Grade 2* means an employee who has the Appropriate Level of Training, and who is engaged in any of the following:

- (i) specialised in non-cooking duties in a kitchen or food preparation area;
- (ii) assisting in the supervision and training of Kitchen Attendants;
- (iii) general receipt and distribution of goods.

*Cook Grade 1* means an employee who is engaged in the cooking of breakfasts and snacks, baking, pastry cooking or butchering.

### Wage Level 3

*Food and Beverage Attendant Grade 3* means an employee who has the Appropriate Level of Training and is engaged in any of the following:

- (i) supplying, dispensing or mixing of liquor,
- (ii) undertaking all general waiting duties of both food and liquor, including cleaning of tables;
- (iii) receipt of monies;
- (iv) selling of specialist stock lines;
- (v) taking reservations, greeting and seating guests;
- (vi) general security including security of keys and supervision of dress standard maintenance and good order in the establishment;
- (vii) assisting in the training and supervising of Food and Beverage Attendants of a lower grade;
- (viii) setting up on site for small parties.

*Kitchen Attendant Grade 3* means an employee who has the Appropriate Level of Training including a supervisory course, and who has responsibility for the supervision, training and co-ordination of Kitchen Attendants of a lower grade.

*Cook Grade 2* means an employee who has the Appropriate Level of Training and who is engaged in any of the following:

- (i) cooking duties including baking, pastry cooking or butchering;
- (ii) setting up of an on-site kitchen.

#### **Wage Level 4**

*Food and Beverage Attendant Grade 4* means an employee who has the Appropriate Level of Training and is engaged in any of the following:

- (i) full control of cellar or liquor storeroom (including the receipt, delivery, recording and ordering of goods within such an area);
- (ii) mixing a range of sophisticated drinks;
- (iii) supervision and training of Food and Beverage Attendants of a lower grade.

#### **Wage Level 5**

*Food and Beverage Attendant Grade 5* means an employee who has completed an apprenticeship in waiting, or who has been accredited as such, or who is assessed as having skills of a similar level and who is engaged in the following general and specialised skilled duties in a fine dining room or restaurant.

*Cook (Tradesperson) Grade 3* means an employee who has completed an apprenticeship or who has passed the appropriate trade test, and who is engaged in any of the following:

- (i) cooking, baking, pastry cooking or butchering duties;
- (ii) setting up of an on-site kitchen.

#### **Wage Level 6**

*Food and Beverage Attendant Grade 6* means an employee who has the Appropriate Level of Training including a supervisory course, and who is engaged in any of the following:

- (i) responsibility for the supervision, training and co-ordination of food and beverage staff;
- (ii) stock control for bar or bars including administrative and accounting activities;
- (iii) responsibility for the maintenance of service and operational standards.

*Cook (tradesperson) Grade 4* means an employee who has completed an apprenticeship or has passed the appropriate trade test, and who is engaged in any of the following:

- (i) general or specialised cooking, butchering, baking or pastry cooking duties;
- (ii) supervision and training of other cooks or kitchen employees.

#### **Wage Level 7**

*Cook (Tradesperson) Grade 5* means an employee who has completed an apprenticeship or has passed the appropriate trade test in cooking, butchering, baking or pastry cooking and has completed additional appropriate training and who performs any of the following:

- (i) general and specialised cooking, butchering, baking or pastry cooking duties;
- (ii) supervision and training of other cooks and kitchen employees;
- (iii) ordering and stock control;
- (iv) sole responsibility for other cooks and kitchen employees including co-ordination in a single kitchen establishment.

#### **DISCLAIMER**

This award summary sheet contains information from the provisions of the award made by the Queensland Industrial Relations Commission pursuant to its powers under the Industrial Relations Act 1999.

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