



JOB TITLE: Kitchen Porter

RESPONSIBLE TO: Chef Manager

Salary: National Living Wage

STATEMENT OF PURPOSE:

The Kitchen Porter's main responsibility is washing up and cleaning. They may also be required to help prepare and serve food.

MAIN RESPONSIBILITIES:

ORGANISATION

- Washing up, clearing and cleaning of the kitchen
- Loading and unloading the commercial dishwasher
- Unloading and putting away deliveries
- To prepare and clear the dining facilities as instructed by the Chef Manager in line with pre-agreed seating/serving plans
- To help with basic food preparation under supervision as required
- To help with the serving of food when additional resources are needed
- To ensure that a high standard of hygiene is maintained in the kitchen

RESOURCES

- Maintain tidy and organised work spaces and storage areas
- Ensure health and safety guidelines are adhered to
- Work as support to other colleagues and the Chef Manager

PERSON SPECIFICATION

Kitchen Food Assistant

	Essential	Desirable
Qualifications	N/A	.
Knowledge, Skills & Understanding	<ul style="list-style-type: none">• Experience of cleaning and tidying• Excellent customer service skills• Good communication skills• Ability to relate well to others and follow instructions• Willingness to learn• Reliable• Trustworthy	<ul style="list-style-type: none">• Gained within a SEN school