**Job Description**

**Job Title:** Kitchen Porter

**Salary:** £24,960 per Annum

**Hours:** 40 hours per week

**Supervised by:** Head Chef / Senior Sous Chef / Sous Chefs

**Main Duties of the Role:**

* Cleaning of all kitchen areas and equipment, washing up, using the dishwasher, waste disposal, preparation of vegetables and to serve on the servery counter.
* Maintain good standards of hygiene in the kitchen and food preparation areas.
* Assist the Procurement Assistant with the receipt of deliveries, the checking of produce quality and quantity to ensure that it is correct and maintained.
* Ensuring food delivery temperature is appropriately recorded. Ensure that all kitchen equipment is clean and readily available for use.
* Report immediately all damages, breakdowns, defects to equipment, utensils and fabric of working environment to the kitchen management team.
* Maintain the highest standards of personal hygiene and presentation, wearing the appropriate protective clothing. Undertake staff training as required by the Head Chef.
* Work as scheduled within a cleaning rota, ensuring that tasks are undertaken with initiative. Any other tasks as requested by the kitchen management team.
* Act within health and safety policy/procedures, to ensure a safe working environment have a complete understanding of college procedure in the event of a fire.
* Ensure security for both self and all departments.

**Essential Qualities:**

* Clean smart appearance
* Good interpersonal skills
* Friendly and professional approach, with an interest in food.
* Able to work effectively in a team
* Good written and spoken English
* Hardworking and reliable
* Honesty
* Methodical with good attention to detail
* Able to achieve high levels of cleanliness and hygiene

**Desirable:**

* Experience in a similar environment
* Allergen training
* COSHH training
* Certificate in basic food hygiene

**Benefits Include:**

* 38 days holiday (including public holidays)
* Generous pension scheme
* Cycle and bus travel loan scheme (subject to edibility)
* Free meal on duty (when the kitchen is open)
* Discounted membership of university sports facilities
* Training provided
* Uniform provided

A full list of benefits for employees is available

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