



JOB DESCRIPTION

JOB TITLE: KITCHEN PORTER

REPORTING TO: HEAD CHEF / SOUS CHEF

MAIN FUNCTIONS OF THE JOB:

To carry out general manual duties within the kitchen as directed by the Head Chef and to ensure that all working areas are kept clean and tidy at all times.

Note: In addition to the duties and responsibilities listed the jobholder is required to perform such other duties as may be assigned by management from time to time

MAIN DUTIES:

- To keep Bin Room as tidy as possible and to clean, wash and disinfect it every day.
- To economise on use of chemicals and in particular disposable items (i.e. Rubber Gloves, Cloths) as much as possible. Liaise with Sous Chef when new stock is required.
- To carry out duties for restaurant and bar in a courteous manner without asking for incentives.
- To carry out safe cleaning of floors using appropriate warning signs.
- To carry out any other duties as requested by the Sous Chef.

DESIRED SKILLS:

Basic cooking skills would be an advantage as the jobholder may be required to work in the canteen or sandwich section.

I have received a copy of this job description and fully understand the requirements and activities listed within.

Signed: _____

Date: _____