



Job Description

Kitchen Porter

Reports to: Catering Manager

Salary: National Minimum/Living Wage

Hours: 36 hours per week

Location: Mill on the Brue

Contract: Temporary

Level of disclosure check: Enhanced

Principal contacts:

a) Internal

- Catering Manager
- Housekeeping Manager
- Sous Chef
- Third Chef
- Kitchen Assistants
- Kitchen Porters

b) External

- Customers

Main purpose of post:

To ensure a high standard of cleanliness is maintained within the kitchen and dining area and helping to prepare the dining area for meals and break times.

Key Tasks:

1. Washing up.
2. General kitchen cleaning.
3. Laying up and clearing the dining room.
4. Advising the Catering Manager and/or Housekeeping Manager of any incidentals that need ordering.
5. Cleaning the dining room after meal times and break times.
6. Give assistance to the Housekeeping or Kitchen teams as required.

This list of tasks is not exhaustive and will be reviewed from time to time in discussion with the post holder.

Mill on the Brue is committed to safeguarding and promoting the welfare of children and young adults and expects staff and volunteers to share that commitment. A disclosure check will be sought in relation to the successful applicant for this post. This will be shared with Personnel and may also be shared with the Centre Manager and Directors.

www.millonthebrue.co.uk

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