



JOB DESCRIPTION

POSITION: KITCHEN PORTER
DEPARTMENT: KITCHEN
REPORTS TO: EXECUTIVE CHEF AND SENIOR SOUS CHEF
RESPONSIBLE FOR:

JOB PURPOSE

To ensure that the cleanliness of the kitchen is maintained at the required standard

MAIN RESPONSIBILITIES AND KEY TASKS

- To take a primary role in keeping the kitchen up to the required level of cleanliness
- To ensure that all relevant equipment is cleaned and returned to the relevant department as efficiently as possible during busy trading periods
- To follow the daily/weekly cleaning schedule
- To clean the staff restaurant after each service session
- To keep the back of house corridors clean
- To follow the correct usage instructions on all chemicals and ensure that they are stored correctly
- To report any suspicious incidents
- To attend any training sessions as required
- To report, promptly, lost and found property
- To show willingness to take on additional responsibilities when necessary
- Familiarise yourself with our Core Values TITANIC which link to the desired behaviours that we expect all our employees to display
- To ensure that you always comply with the company dress code
- To have a thorough knowledge of and adherence to the law regarding the following company regulations:
 - Fire regulations and procedures
 - Health and safety regulations
 - First aid procedure
- To undertake special duties or work outside the normal daily/weekly routine but within the overall scope of the position at the request of your Executive Chef, Senior Sous Chef or Junior Sous Chefs

The statements in this Job Description are intended to describe the essential nature and level of work being performed. They are not intended to be ALL responsibilities or qualifications of the job.

I confirm that I have read and agreed this Job Description explaining the main duties of my job.

SIGNATURE		
Employee name:	Employee signature:	Date: