



# KILLRUDDERY

JOB DESCRIPTION:	March 2018
POST:	Kitchen Porter
REPORTING TO:	HOD

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## ROLE

- Ensure highest levels of customer service and customer care
- Ensure compliance with all internal procedures, codes and standards
- Ensure a consistent work flow to service the needs of the kitchen in full operation
- Fulfill other responsibilities as requested from time to time
- To have a specific knowledge of the key historical points of Killruddery estate, the orientation of the estate, current & upcoming events & the company ethos

## PRINCIPLE DUTIES

- To be part of the kitchen operations team, ensuring good order and organisation in the kitchen assigned.
- Ensure pots, pans, utensils are washed in a timely manner and available for service, work areas are free of obstacles and waste does not accumulate during service.
- Ensure equipment is cared for appropriately and safely to ensure longevity.
- Assist on occasion with overflow from other events/functions.
- Ensure that waste management principles including correct separation of wet and dry waste are adhered to.
- Ensure that health and safety standards are followed in accordance with statutory provisions.
- Ensure that periodic deep cleans are conducted when instructed.
- Comply with all food hygiene and HACCP standards.

## Other responsibilities

In conjunction with your Line Manager to continuously develop the role to ensure that all tasks are being undertaken in an effective and appropriate manner which meets the aims and objectives of the company.

To participate in internal/external meetings as required, and attend training events as necessary.

To participate in regular work reviews/annual appraisal, and help in identifying your own job-related development and training needs.

To ensure that all Killruddery policies and procedures are being adhered to, particularly those relating to Health and Safety, Human Resources & Operations.

To at all times undertake your role in a professional manner maintaining a high quality standard of work, and to always work in accordance with the vision and ethos of the company.

**QUALIFICATIONS/EXPERIENCE**

<b>Essential</b>	<b>Desirable</b>
Hygiene certificate certificate	Interest in food preparation
One year in similar type role	

**COMPETENCIES (Behaviour & Attributes):**

organised, hygiene focused, resilient, dedicated, physically strong, works well in a team