



## Job Description

<b>Title</b>	General Catering Assistant (Kitchen Porter)
<b>Short description</b>	General Catering Assistant
<b>Company</b>	Sport and Events Venue
<b>Base</b>	Based Near Launceston
<b>Reporting To</b>	Food and Beverage Supervisor/ Manager
<b>Salary</b>	£7.85 - £8.85 per hour depending on experience

### Job purpose

To provide day to evening kitchen support and customer service in a small team as a job share or full time between approximately 10am and 10pm (5 in 7 days – to include weekends).

### Key tasks

- **Dishwashing:** All dishes, ranging from pots and pans to the cutlery, using an industry dishwasher.
- **Delivery Organisation:** Receiving deliveries and ensuring that deliveries are organised once in the kitchen.
- **Storage Management:** Storage must be organised so that all ingredients are easily accessible.
- **Waste Removal:** Empty all trash bins and ensure that all waste is disposed of promptly.
- **Basic Food Preparation:** If the kitchen is extremely busy, kitchen staff may turn you to perform basic food prep.
- **Material Collection:** Assist the chef if they need materials or ingredients.
- **End of the Day Clean Up:** Once a kitchen is closed, assist in cleaning to make sure that the kitchen is ready for the next day.
- **Equipment Maintenance:** Ensure all equipment is cleaned and maintained.



- **Ensuring a Safe Environment:** Ensure a safe environment by effectively cleaning all cookware and cooking surfaces.
- **Waitressing** including delivery of food to table inside and out.
- Must be able to plate up to keep the dining area clean and tidy at all times.
- Delivery of **cash handling** till service or card service at point of sale.

### Personal appraisal

- Full time hours – 40 hours per week (5 in 7 days – to include weekends).
- Ability to manage your own shift working with the other staff led by the Food and Beverage Supervisor/ Manager Good communicator
- Open and friendly personality within a busy environment.
- Happy to work perhaps other days on occasions to cover holiday and sickness, but not essential to flex up hours if other commitments.
- Candidates must have their own transport as the location is not near any bus routes.

### Salary and Working hours

- £7.85 to £8.85 per hour depending on experience.
- Paid Annual Leave 20 working days pro-rata part time hours.
- HOURS –40.00 minimum – more if desired.
- Smart restaurant, function room, accommodation and a regular sporting venue for many regular members, with licence.

### Training

Full training is given by the company, for certain tasks.

### How to apply?

For an application form and job description please contact **Angela Stuart** at **A S Recruiting Ltd** via email [angela@asrecruiting.co.uk](mailto:angela@asrecruiting.co.uk) or Telephone on **01579 370488** or **07747 022148**.

Please quote Job Reference Number **AS/12043**

