



### **Kitchen Porter**

To keep the kitchen area and equipment clean and tidy. To ensure safe-working practices at all times. Ensuring that the cleanliness and maintenance of hygienic standards in both Kitchen and ancillary areas. Every member of staff is expected to ensure that the Hotel's guest's comfort, satisfaction and wellbeing is catered for in a friendly, helpful and personalised manner at all times.

### **Key Responsibilities**

- To ensure the washing machine is in good working order and any problems are reported immediately to your Head/ Duty/Maintenance Manager.
- Operate the dishwashing facilities and other cleaning machines in accordance with specified instructions.
- Ensure the washing machines are emptied and cleaned out after each session
- Undertaking cleaning duties as specified on work schedule, in accordance with operating procedures.
- Adhere to the strict instructions from manufacturers with regard to the use of chemical cleaning agents and their applications.
- Maintain a safe flow of system for receiving dirty dishes and stacking and storing clean ones
- Comply with all Health and Safety at work regulations
- To assist with the receipt of new stock into the Kitchen when requested
- Assist with the storing of new stock using the correct rotation system
- Maintain floors in a slip-proof condition by removing all dirt and debris regularly.
- Dispose of rubbish/refuse to a high standard of cleanliness
- Cleaning and tidying of staff rooms
- Cleaning work surfaces, shelving, floors, walls, cupboards, grease filters and grease traps
- Report any accidents or hazards to management
- Assisting when requested to do so, with stock taking of china, glass, cutlery and other utensils

### **Why work for us?**

- We are a family run business
- 25% discount across estate
- Career development opportunities in abundance
- Flexible working hours
- Bring your dog to work
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Type of Position: Full Time and Part time positions available

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