



## JOB DESCRIPTION KITCHEN PORTER

Department: KITCHEN

Reports to: HEAD CHEF

Purpose of Position:

To help maintain high levels of service and assist with the smooth running of the kitchen by cleaning all kitchenware to the required standard and carrying out any cleaning duties..

The ultimate goal of all kitchen employees is to support the delivery of excellent customer service, in order to create a unique experience for the customer which makes them want to return; you should be positive, loyal and a proud ambassador of the Bounce brand.

Core Non-Negotiable Skills and Experience:

- Amazing at working under pressure as part of a team, in a high volume, open kitchen environment
- Able to work independently, planning ahead to ensure all tasks are completed on time and to the required standard
- Demonstrate pride in the appearance of the workplace and a desire to maintain excellent levels of cleanliness throughout
- The ability to accurately follow instructions and to communicate in English

Our People:

- Are committed to guest care.
- Always demonstrate good practice in working hygienically around food.
- Actively listen and are willing to learn.
- Are confident, self-motivated and demonstrate a passionate commitment to the business.
- Are friendly, professional, honest, reliable and trustworthy.
- Have good working relationships with everyone they come into contact with at work, behaving in a friendly, courteous and professional way.
- Bring a positive attitude to work, co-operating closely with team members and other departments to ensure that Bounce is the best it can be.
- Set a great example to new employees.

Key Duties and Responsibilities:

- Report for duty punctually for every shift, in complete, clean uniform and sign in with the manager.
- Ensure that a high standard of hygiene and cleanliness is maintained by following cleaning schedules and ongoing diligence during the shift and in set up and clean down.



- Clean other areas or equipment as directed.
- Wash crockery, utensils and other kitchenware.
- Use chemicals as trained.
- Keep stores areas neat and tidy.
- Be flexible and willing to help other departments at busy times if required.
- Observe the **Company's** rules and procedures and carry out any reasonable request made by their Manager, Supervisor or the Duty Manager.
- Work safely around the kitchen equipment and report any maintenance issues to the Head Chef/Sous Chef.
- Be aware of your responsibilities in respect of Health and Safety at Work and they follow all procedures in this respect and report to management any hazardous situation or accident.
- Attend training sessions and team meetings as required and to be involved and contribute to these.

The Company reserves the right in its absolute discretion to add to your duties, or amend this job description at any time. In addition to the above duties you will carry out such other duties as the Company reasonably directs from time to time.