CHURCHILL COLLEGE

Job Description

Job Title: Kitchen Porter

Department: Catering

Accountable to: Senior Chef on Duty

Responsible to: Catering Manager

Duties and Responsibilities

1. Operation of automatic dishwashers and manual cleaning of cooking equipment.

2. Movement of food and equipment throughout the College and assistance with correct storage.

3. All aspects of cleaning duties within the kitchen and associated areas.

4. Ensuring that cleaning duties are recorded on the kitchen cleaning schedule.

5. Ensuring that all working practices conform to the standards as set in the Basic Food Hygiene certificate.

6. Ensuring that all cleaning materials and detergents are used according to manufacturers’ instructions and training.

7. Reporting maintenance defects to the Senior Chef on duty.

8. Maintaining good personal hygiene and appearance.

9. Any other reasonable duties as discussed and agreed with you.