

KITCHEN PORTER JOB DESCRIPTION

This job description no way states or implies that those duties listed below are the only ones to be performed by the employee occupying this position. Employees will be required to perform any other job-related duties assigned by the Duty Manager.

Reports to: Head Chef

Main Duties and Responsibilities

- Peel Veg and Help Chefs as required
- Ensure work stations are always clean and tidy
- Knowledge the hotel's HASSP policy, ensuring this is followed at all times
 - Washing up, cleaning and clearing all kitchen areas
 - Emptying all bins sweeping and mopping floors
 - Ensuring equipment is clean and put away correctly
 - Unloading and putting away deliveries
 - Deep cleaning of all kitchen areas inline with the departmental cleaning schedule
- Ensure the cleaning schedules are followed and a high level of cleanliness throughout all kitchen is maintained at all times
 - Report any maintenance issues to management
- To be aware of and ensure yourself and all staff comply with Health & Safety at Work Act 1974 and the Hotel Fire Procedures and to adhere to these procedures in the event of a fire or fire evacuation.
- Also, to work as part of the wider hotel, team to promote a positive image of the Hotel at all times, liaising with other departments when necessary
 - Ensure that the 4-star standard of the hotel is consistently achieved and maintained.
 - Attend any training courses/sessions required
- Ensure you have correct Knowledge of food allergens and dietary requirements and the procedures we follow as outlined in the hotel employee hand book.
 - Must have a positive attitude and be a team player
 - Correct laundered uniform to be worn at all times

All rules, policies and procedures that are in the Hotel Employee Induction Handbook are to be followed at all times without exception.



The Metropole Hotel and Spa, 100+ bedrooms, 12 event rooms, 2 restaurants, 3 bars