

Job Description

Job title: Kitchen Porter/ Kitchen Assistant

Department: Mount Haven Hotel

Line management responsibilities: none

Reports to: Head Chef/ Sous Chef

Principal purpose of role	<ul style="list-style-type: none"> As a member of the Mount Haven Hotel kitchen team you will contribute to delivery of the food offer in line with the hotel's food & beverage vision. Ensuring high standards are maintained at all times.
Area of responsibility/tasks	<ul style="list-style-type: none"> Ensure the kitchen and storage areas are cleaned and maintained to a high standard so that staff can work in a safe and comfortable environment. To carry out designated cleaning duties in line with the cleaning schedules within the food preparation area or as requested. Washing up manually and by machine. Ensure that all food deliveries are checked, recorded and stored in accordance with the St Aubyn food safety policy. Record and check all temperatures of fridges and freezers as required by the St Aubyn Estate food safety policy. Assisting with food preparation as required.
Customer service	<ul style="list-style-type: none"> Provide a great service to all our external and internal customers. Be smart, polite and helpful at all times. Be aware of all the activities offered on the Mount and be able to answer broader questions (or know who to ask).

Health and safety	<ul style="list-style-type: none">• Follow safe working practices.• Be aware of emergency and first aid procedures.• Be vigilant for hazards and report them.• Attend all necessary training courses.
Vision and values	<ul style="list-style-type: none">• Understand and demonstrate the behaviours that underpin our values.• Be aware of the role of you and your team in achieving our vision and objectives.• Honest• Considerate• Energetic• Responsible• Resourceful
Other	<ul style="list-style-type: none">• Any other tasks which are reasonably requested, for the better performance of your duties or for the achievement of our vision.