

People & Development

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Job Title	Kitchen Porter
Department	Kitchen
DUTIES AND RESPONSIBILITIES	
OPERATIONAL • Be familiar with and follow the safe methods in the food safety management system. • Maintain a high standard of personal hygiene and do nothing that could make food harmful. • Demonstrate understanding of issues relevant to kitchen. • Initial supervision of all matters relating to Health & Safety including Personal Protective Equipment, including use of chemicals, detergents, sanitisers, etc. • Understand the difference between above liquids and dosage appliance. • Operate dish, glass and cutlery cleaning machines. • Operate other kitchen machines (after training and instruction). • Clean all ancillary and non-food contact surfaces. • Clean of appliances, utensils and all food contact surfaces. • Assist in stock storage, deliveries and yard maintenance. • Assist kitchen driver/store person with internal deliveries when necessary. • Attend training and development relevant to role and working in a kitchen as and when required (such as mandatory Level 2 eLearning for Food Safety & Hygiene (if not already held)).	
OTHER DUTIES • Other ad hoc duties in support of the department, hotel and/or the Imperial London Hotel as and when required. • To perform high standard of departmental SOPs.	

PERSON SPECIFICATION

	Must Have	Desirable
Experience / Knowledge	1 year experience working as a Kitchen Porter.	Experience working in a professional kitchen within the hotel industry.
Qualifications / Training		- Level 2 Food Safety - COSHH
Skills / Competences	Basic command of English (equivalent to CEFR A1)	- Knowledge of current food legislation under the Food Safety Act 1990 - EC 852 /853 /2004

Values



We are **POSITIVE** in attitude



We **CARE** about our guests and each other



We **COLLABORATE** for a brighter future



We encourage & enable **GROWTH**



We take **PRIDE** in our legacy

Job Description Acknowledgement

I acknowledge this job description reflects the current main organisational priorities for the position and that these priorities may develop and change over time in line with needs and priorities of the business. Where appropriate and necessary I will be consulted regarding significant changes to my role.

Name: Date:

Signature: