

HICKORY

contemporary
catering for
the connoisseur

FUNCTION:

Role: Kitchen Porter

Reports to: Head Chef

Contract: Fulltime/Part time/Zero hours

Salary: £7.20-£8.00 per hour/£9 per hour for a night shift

PURPOSE OF THE ROLE:

This is an exciting opportunity to join a dynamic and contemporary privately owned catering, events and venue management company. Hickory is a leading provider of catering and hospitality services, delivering exceptional catering for prestigious events and unique venues throughout Scotland, exclusively managing Dunglass Estate and Eskmills Venue.

We wish to appoint an enthusiastic and versatile Kitchen Porter who can cope in a busy kitchen environment whilst ensuring our high standards and attention to detail are met. We deliver events across Scotland including Edinburgh and the Lothian's, the Central Belt and Aberdeen and we give our teams the opportunity to work in some of Scotland's finest venues. The role offers a variety of different shifts in a variety of different venues. We provide on the job training and commit to each employee's personal development, helping them to be the best that they can be. This is a varied and exciting role which will give the candidate the opportunity to work in a great environment with a fantastic team.

KEY RESPONSIBILITIES:

- Responsible for ensuring the kitchen is kept clean at all times.
- Responsible for all kitchen waste – cardboard, general, food and glass.
- Ensure the bin area is kept tidy at all times
- Main point of contact for the company's we use for uplifts
- Arrange any extra uplifts
- Ensure all bins are emptied daily, cleaned and fresh bin liners put back in.
- All blue roll holders and hand wash soap dispensers are kept full at all times
- Ensure all crockery, cutlery and glassware are washed at the events and stored in the appropriate crate/cupboard
- Daily and weekly cleaning schedules are completed and signed off by head chef weekly and filled.
- All deliveries are checked and signed for with delivery notes passed to accounts, chilled and frozen food temperature must be recorded

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- Order all disposable and cleaning products for the kitchen, Head chef to approve all orders before being placed.
- Ensure dishwashers are cleaned daily including filters and seals.
- Kitchen floor area is brushed, and mopped every day that the kitchen is in use.
- Work closely with the kitchen team to keep a safe working environment for all
- Ensure all corridor areas are kept clear at all times and no waste is left in the kitchen at the end of a day
- Ensure no plastic bins or bottle bins are left outside by the skip area, these must be emptied and bins returned to bar/kitchen.
- Ensure that rubbish is put in the correct bin and boxes broken down to maximize the space
- Train all other KP's on recycling policy, break all cardboard down, food waste into clear bags etc.
- Be part of our green team at Hickory

SKILLS AND CAPABILITIES:

The person appointed will;

- Be a passionate foodie.
- Be well presented and professional
- Be able to demonstrate versatility and adaptability
- Be mindful of the company's brand and reputation at all times, whether working with internal teams, professional advisors, suppliers and clients.
- Be positive, polite and persuasive with effective communication skills.
- Be flexible to work in non-business hours.
- Be Hardworking and honest.
- Have a 'can-do' attitude and be a team player.
- Be calm and well mannered.

The following would be an advantage;

- Industry related training certificate.
- First aid training.
- Previous kitchen experience
- References from previous employers