

Job Title: Logistics Porter

Reports to: Logistics Planning Manager

Location: East Lothian

Dependably Different. Guests adore something a bit different. Bold and exciting food and drink, inventive presentation, and impeccable service, designed to elevate the whole experience. And with a decade of investment in our teams, tech and quality processes, clients can depend on Hickory.

As an award-winning Scottish business, Hickory has a reputation for delivering leading-edge food and drink experiences in beautiful venues across Scotland and the Northeast of England, with a focus on innovative and invigorating menus using honest, seasonal, and local ingredients that pack a punch.

The Role

Hickory is seeking to appoint an enthusiastic and versatile Logistics Porter who can cope in a busy environment whilst ensuring our high standards and attention to detail are met. We deliver events across Scotland including Edinburgh and the Lothian's and the Central Belts. 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 Deliverables

Duties and responsibilities will include but are not limited to:

- Cleaning and maintain all kitchen equipment.
- Help with the transportation and storage of all equipment.

- Assist with stock management system that allows all stock and equipment to be managed in and out effectively.
- Help develop systems and processes to drive efficiency throughout the business.
- Act as company ambassador for our environmental and sustainability commitments.
- Responsible for ensuring the Warehouse is always kept clean.
- Responsible for all waste – cardboard, general, food and glass.
- Ensure the bin area is always kept tidy.
- 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 always kept full.
- Ensure all crockery, cutlery and glassware are washed polished and stored in the correct containers and on the appropriate shelf in the cupboard.
- Daily and weekly cleaning schedules are completed and signed off by Logistics Planning Manager.
- All deliveries are checked and signed for with delivery notes passed to accounts.
- Order all disposable and cleaning products for the Warehouse.
- Warehouse floor area is brushed and mopped every day.
- Work closely with the Warehouse team to keep a safe working environment for all.
- Ensure all corridor areas are always kept clear and no waste is left in the warehouse at the end of a day.
- Ensure that rubbish is put in the correct bin and boxes broken down to maximize the space.

HICKORY

- Train all other porters on recycling policy, break all cardboard down, food waste into clear bags etc.
- Be part of our green team at Hickory.

The Person

We are a friendly, decent bunch and we respect our people, places, and planet. We want someone who has a real drive and enthusiasm for their job, as well as for their colleagues and the company. We always put the customer at the heart of our decisions, and never accept anything less than five-star standards.

The following would be an advantage.

- Industry related training certificate.
- First aid training.
- Previous kitchen experience.
- To have driver's license or to obtain full driver's license.

Salary: £10.90

Hours:

- Shifts depending on work requirements or up to 5 days per week.
- Willingness and flexibility to work outside these hours when necessary to meet the requirements of the job.

Due to the nature of our business and according to the workload additional working hours may be necessary. During busy periods working hours may be varied and can occasionally include unsocial hours and weekends.

Enhanced Benefits Package

Here's what it means for YOU

We focus on quality, and we know that to attract a quality team we must look after our own, so we have created an Enhanced Benefit Package, flexible to meet the needs of everyone.

- 28 days annual leave for all colleagues (including bank holidays and pro rata if part-time).
- An extra day's holiday for your birthday.
- Market leading Pension, Private Medical Insurance and Life Assurance scheme.
- A great wellbeing strategy, including Cycle to Work, Wellness & Health Assessments and Critical Illness and a leading Employee Assistance Programme.
- Personal development and training opportunities.

Hickory Company Values

- **Bold** - We make creative choices that inspire innovative opportunities for our clients, our teams and the industry. We own our choices, and they make us stand out from the crowd.
- **Genuine** - We operate with decency, we are true to our word and build authentic relationships and experiences.
- **Respect** - We treat others how we'd like to be treated ourselves. We respect our people, places and planet, and if we say we'll do it, we deliver it, exactly.
- **Partnerships** - We take time to nurture relationships, collaborating in the most creative ways to find effective methods of delivering success.
- **Excellence** - We go the extra mile to deliver on our commitment to quality work. Our training and development is second to none thanks to our all-encompassing quality system.