



JOB DESCRIPTION

Position:	Kitchen Porter
Location:	Based at Farleigh House, Farleigh Hungerford, Bath. May be required to work at The Rec in Bath.
Main Purpose:	<ul style="list-style-type: none">• To ensure all kitchens and catering areas are kept to an exceptionally high standard of cleanliness• To follow the catering structure and to take on basic responsibilities and tasks to help deliver events based upon business requirements• Assist and support chefs across all of Bath Rugby's sites• To show a positive attitude to teamwork and colleagues

<p>Job Role:</p>	<ul style="list-style-type: none"> • Ensure all kitchens and catering areas are kept to a high standard of cleanliness by using and completing the cleaning rota • Assist chefs when needed in any basic food preparation or any other duties which are required • Maintain the upkeep of all catering areas. Ensure set tasks in all catering areas are carried out on time and to a high standard as per business requirements • Assist setting up functions and catering areas when required • Report levels of stock for disposables and cleaning materials to the senior chefs • To ensure all standards of practice are carried out to a consistently high standard • Ensure Kitchen Porter daily tasks are carried out in a positive and productive manner • The rugby calendar can at times dictate busy periods or working patterns due to the team's schedule
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<p>Reports to:</p>	<p>Executive Chef</p>
<p>Candidate:</p>	<p>Required</p> <ul style="list-style-type: none"> • A full driving licence and access to a vehicle due to the location of Farleigh House • Must be punctual and reliable • The role holder must be an effective team member with sufficient flexibility and willingness to take on roles outside his/her normal functional responsibility when required. Stamina, perseverance and flexibility will be required to cope with potential unsociable hours, weekend and evenings shifts occasionally to meet the needs of Bath Rugby and the team's requirements • The candidate must have a collaborative working style, be a good team player and be able to adapt to change at short notice

	<p>Desirable</p> <ul style="list-style-type: none"> • Previous experience in kitchen roles is desired but not essential <p>Competencies</p> <ul style="list-style-type: none"> • Self-motivated • Thrives under pressure and adaptable when meeting deadlines • Good attention to detail and accuracy • Able to work to a consistent standard • Highly motivated and diligent
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To comply always with the Health & Safety regulations and safe working practices in accordance with current legislation and as detailed in the Company's Health & Safety Policy and Procedures.

To comply always with the General Data Protection Regulations in accordance with current legislation and as details in the Company's Privacy Policy.

IT SHOULD BE NOTED THAT THE JOB DESCRIPTION MAY BE CHANGED FROM TIME TO TIME AS THE BUSINESS OR DEPARTMENT DEVELOPS. SUCH CHANGES WILL, HOWEVER, BE DISCUSSED WITH YOU.

Signed Job Holder

.....Immediate Manager

Date