



TRINITY HALL
CAMBRIDGE

KITCHEN PORTER (40 hours per week)

£17,764 per annum plus pension and benefits

We are looking to recruit a Kitchen Porter to join our busy and friendly Kitchen Team. This is an essential role within the kitchen and you will be joining a team of Kitchen Porters to support the wider team in providing an efficient cleaning service within the kitchen, as well as assisting the chefs with their daily duties.

**The closing date for the above post is 12noon on Wednesday 20th June 2018.
Interviews will be held Monday 25th June 2018**

The application form is available to download on our website
<https://www.trinhall.cam.ac.uk/about/vacancies/staff-vacancies/>.

Applications should be sent by email to jobs@trinhall.cam.ac.uk or posted to Trinity Hall, Trinity Lane, Cambridge CB2 1TJ.

NB. CVs will only be accepted if accompanied by a Trinity Hall application form.

Enquiries to jobs@trinhall.cam.ac.uk , tel. 01223 764660.

JOB DESCRIPTION

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|-----------------|--|
| Job Title: | Kitchen Porter |
| Responsible to: | The Head Chef |
| Place of Work: | Based at Trinity Hall |
| Objective: | To provide an efficient cleaning service |
| Experience: | Previous experience of working in a kitchen environment would be an advantage. |

Main Duties & Responsibilities:

- To provide plate and pot wash cover, together with general cleaning duties associated with the Kitchens
- Cleaning in accordance with the cleaning schedules
- To ensure that all work practices are in accordance with current food hygiene regulations
- To work in a safe manner, complying with current health and safety legislation
- To ensure that correct manual handling techniques are adhered to
- To undertake further training when required
- Any other reasonable duties required by the Head Chef

Trinity Hall reserves the right to make changes or update this job description at any time. Changes will be introduced following discussions with the post holder.

PERSON SPECIFICATION

| | Essential | Desirable |
|----------------------------------|--|--|
| Qualifications/Education | | <ul style="list-style-type: none"> • Educated to GCSE level |
| Skills/Knowledge/Training | <ul style="list-style-type: none"> • Experience of working in a similar position • Well organised • Good communication and interpersonal skills | <ul style="list-style-type: none"> • Food hygiene training • Knowledge of manual handling techniques |
| Experience | <ul style="list-style-type: none"> • Experience of working in a similar role | |
| Personal Attributes | <ul style="list-style-type: none"> • Physical fitness; be able to bend & lift • Able to work well both individually and as part of a team • Cheerful and co-operative disposition • Smart & tidy appearance • Flexible approach and accepting of change • Willingness to undertake further | |

Last updated January 2018