

Springlawn Group of Homes - Kitchen Assistant Job description.

MAIN TASKS & RESPONSIBILITIES

1. To undertake general preparation of food – ie, peeling and chopping vegetables, preparing salads and sandwiches, assisting with the preparation of desserts, etc.
2. To assist in the preparation of meals under the supervision of the Chef or other appropriate staff.
3. To understand and adhere to all food hygiene and health and safety requirements in order to meet regulatory and Company standards. This includes the safe use of knives and other sharp utensils.
4. To maintain a high standard of personal hygiene. To ensure that a clean uniform is worn at all times.
5. To undertake general cleaning duties throughout the kitchen, including wiping work surfaces and mopping floors. This will also include stocking and emptying the dishwasher at regular intervals.
6. To ensure that spills and other slipping hazards are dealt with immediately. Dealing with smells and stains within the dining room and kitchen
7. To provide a cleaning service, including setting and clearing of tables, in the dining room when required. To serve meals to residents.
8. To attend staff meetings and training designed to maintain high standards of hygiene and health and safety throughout the restaurant. Attending relevant training on COSSH and Health and Safety, Food Hygiene et
9. To work in a safe manner at all times and behave in such a way that the health and safety of work colleagues is not adversely affected.
10. To undertake any other ad-hoc duties relevant to the post as and when required.
11. Ensure the spring cleaning/ general cleaning of kitchen and areas associated
12. Ensure safe storage and use of cleaning products e.g. flash, bleach
13. Understand the policy for staff meals in the home and self –provision
14. To report faults/ breakages
15. Accept deliveries and sign for same only after checking diligently. Check if action needs to be taken for any shortfalls and report to Chef
16. Report accidents/near misses to Chef
17. You will need to carryout tasks quickly and competently. You will need to follow instructions , use your initiative and work in a team.