Job title: Casual Kitchen Porter

Responsible to: Executive Head Chef. Also to liaise with shift leaders as and when required.

Place of work: Christ’s College, Cambridge and all property owned by the College in and around Cambridge

Salary range: £8.02 - £8.18 an hour, equating to points 15 - 16 on the University’s single pay spine.

Hours: Offered on a zero hours basis

Holidays: 36 days annual leave (inclusive of public holidays)

Pension scheme: The College offers membership of a contributory pension scheme. Subject to your age and earnings level, you may be eligible for auto-enrolment into the scheme and you have the right to opt in at any time.

Job Summary:
To assist the busy kitchen team and take guidance from them in providing a full catering service to the College.

Key responsibilities:
• To monitor the cleanliness of the kitchen and to take part in general cleaning duties to ensure an appropriately hygienic working environment at all times.
• To prepare floor and kitchen daily before other members of staff arrive.
• To load and unload the dishwasher and pot washer and help keep the kitchen clean.
• To monitor the grease trap, vent the wash system and water softener, filling appliances as necessary.
• To work harmoniously as part of a team and be helpful and polite when dealing with customers, suppliers and other members of staff.
• To undertake any other reasonable requests from Chef and Supervisors.

General responsibilities
• To take part in the College’s appraisal scheme and to undertake training as required
• To be responsible for your own health and safety in the workplace
• To fully comply with all the College’s policies including equality of opportunity and data protection
• To undertake any other reasonable request or duties commensurate with your post

The above is not an exhaustive list of duties. The post-holder may be asked to take on different tasks as required and all employees are expected to work collaboratively to support the overall work of the College.
## PERSON SPECIFICATION

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<tr>
<th>Criteria</th>
<th>Essential</th>
<th>Desirable</th>
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<tbody>
<tr>
<td>Qualifications, Knowledge and</td>
<td>• Good communication skills</td>
<td>• Some experience of working in a similar environment</td>
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<td>Experience:</td>
<td>• Able to work as part of a busy team</td>
<td>• Basic food hygiene certificate but training can be given.</td>
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<td>Other aptitudes:</td>
<td>• Clean and presentable</td>
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<td>• Punctual</td>
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<td>• Reliable</td>
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<td>• Able to work flexibly</td>
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