

# Job Description

**Job title:** Kitchen Assistant

**Department:** Harbour Loft/Island Café, St Michael's Mount

**Line management responsibilities:** None

**Reports to:** Island Head Chef/Senior Supervisors/Deputy F&B Manager/ F&B Manager

## Principal purpose of role

As a member of the Harbour Loft & Island cafe team you will contribute to the provision of quality service and maintain the high standards required by St Aubyn estates.

## Area of responsibility/tasks

### Food Preparation and Cleaning

- To prepare and produce, under the guidance of the Head Chef and Sous Chef all dishes on the menu in which they are working
- To achieve correct portion control and minimisation of waste.
- To assist in any other section of the kitchen as required
- To carry out all food preparation and service in the most efficient, organised and safe manner.
- Contribute to presenting the kitchen to high standards so that staff can work in a safe and comfortable environment.
- To carry out designated cleaning duties in line with the cleaning schedules within the food preparation area or as requested.
- Washing up manually and by machine.
- To assist in ensuring that all storage areas are kept clean and tidy at all times.
- Ensure that all food deliveries are checked, recorded and stored in accordance with the St Aubyn food safety policy
- Record and check all temperatures of fridges and freezers as required by the St Aubyn Estate food safety policy.
- Clearing tables in the dining room and outside area if required

### Customer service

- Provide a great service to all our external and internal customers
- Be smart, polite and helpful at all times.
- Be aware of all the activities offered on the Mount and be able to answer broader questions (or know who to ask).

### Health and safety

- Follow safe working practices.
- Be aware of emergency and first aid procedures.
- Be vigilant for hazards and report them.

- Attend all necessary training courses.

### Communication

- Maintain radio/pager/telephone contact while on duty.

### Vision and values

- Understand and demonstrate the behaviours that underpin our values.
- Be aware of the role of you and your team in achieving our vision and objectives.

### Other

- Any other tasks which are reasonably requested, for the better performance of your duties or for the achievement of our vision.