



JOB DESCRIPTION

Title:	Kitchen Assistant
Responsible to:	Head Chef/Chefs
Scope:	Abbeyfield The Dales Ltd.
Key objectives:	<ul style="list-style-type: none"> ▪ To assist the Chefs in preparation, and serving of food and beverages as required. ▪ To assist in the preparation of sandwiches/salads and snacks as required. ▪ To transport and serve meals and beverages to residents. ▪ To undertake general kitchen and dining room duties (e.g. washing up, setting up and clearing away of tables and equipment.)
Main Tasks:	<ul style="list-style-type: none"> • To assist the Chefs in preparing and delivering lunch and tea time meals that are healthy, appetising and well-presented to our residents. • To work with the Chefs as a part of a team, to meet quality assurance standards. • To highlight to the Head Chef or Catering Manager any shortfalls in the service and suggestions as to how to overcome them. • To assist as required with social functions that take place at the Home. • To maintain levels of hygiene in the kitchen and restaurant areas, including food preparation and storage areas, refrigerators, freezers, cooking appliances and other kitchen equipment, to meet the requirements of the Environmental Health Regulations, with respect to:- <ul style="list-style-type: none"> - Temperatures of refrigerators and freezers - Correct handling and storage of food - Correct rotation of stored foods - Hygiene of washing up machines and all food preparation areas - General cleanliness of the kitchen area, walls, floors, ceilings, windows, doors etc. • To undertake any duties which may be allocated from time-to-time, which are appropriate to the grade and post, which are not of a substantial on-going nature to affect the grading of the post of Kitchen Assistant.
General Requirements:	<ul style="list-style-type: none"> ▪ To be able and willing to work extra hours to cover holidays and sickness, as and when required. ▪ To attend appropriate training and development sessions as and when required by the Catering Manager. ▪ To attend performance appraisals and supervisions regularly as requested by the Head Chef, with the aim of continued professional development.

	<ul style="list-style-type: none"> ▪ To attend staff meetings when appropriate and to be available for one-to-one sessions as agreed. ▪ To carry out any reasonable duties as requested by the Catering Manager or Head Chef / Chefs. ▪ To be aware of Health & Safety responsibilities which fall within the role and the personal Health & Safety responsibilities within the HASAWA 1974. ▪ To ensure that all activities are operated in accordance with Equal Opportunities.
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CANDIDATE PROFILE	
Essential Requirements:	Desirable Requirements:
<p>A. Ability to work on own initiative and under pressure in a diverse and challenging environment.</p> <p>B. Ability to work effectively as part of a team.</p> <p>C. To be able to take instruction and be open to training and guidance to develop in the role.</p> <p>D. Demonstrate an empathy and understanding of the needs of older people.</p> <p>E. Ability to work to a high standard at all times.</p>	<p>A. Experience in a similar role.</p> <p>B. Experience as a Kitchen Assistant within the care industry.</p> <p>C. Any related qualifications.</p>