JOB DESCRIPTION

Post: Kitchen Porter

Department: Café, Liverpool, Tate Eats

Reporting to: Café and Events Chef, Senior Chef de Partie

The Company: *Tate Eats is unique in the cultural world, a hospitality business whose purpose supports the vision and reach of Tate in all four of its galleries. All our profits are returned to Tate championing the right to the richness of art for everyone.*

Our business is multi-faceted, we run restaurants, cafés and bars while delivering a vast range of events from film premieres to boardroom lunches. We are though much more than that, we have a pioneering roastery setting the agenda on gender equality in the coffee supply chain. We brew beer, we blend gin, we create teas, we have a multi award-winning wine programme, we visit farms, we research and write menus in response to Tate's diverse programme, and we collaborate with artists and curators.

The Disability Confident Scheme
Tate is committed to the employment, retention, training and career development of disabled people. In recognition of our commitment, Tate has been awarded the Disability Confident Scheme Symbol.

Purpose of the Job: As a support role, the Kitchen Porter performs tasks as required by the duty Chef that assist with the daily kitchen operations. Kitchen Porters work in different areas of the kitchen to ensure that hygiene regulations are adhered to, and the correct crockery and equipment is available at all times.

Main Duties and responsibilities:

- Ensure that the kitchen is kept clean and tidy, pots and pans are cleaned, maintained and ready for the Chefs' use
- Ensure the correct hygiene, safety and cleanliness are maintained throughout the day, to company standards
- Use the correct chemicals on the correct surfaces and appliances to maintain the cleanliness of the kitchen, according to COSHH regulations
- Washing up of all the pots and pans and other equipment used in the kitchen
- Ensure the cleaning schedule is carried out correctly

- Adhere to the safe use of the kitchen, equipment and environment under the Health and Safety at work acts, food hygiene and other relevant regulations and company procedures
- Ensure by good housekeeping, all work areas of the kitchen, dry stores and refrigeration are maintained in a safe, clean and hygienic condition at all times
- Carry out a weekly deep cleaning rota to ensure that the kitchen complies with all health and safety regulations.
- Confirm with the duty Chef what duties are required at the start of the shift or as appropriate
- Confirm any special requirements or work tasks are required by that section from briefings
- Liaise and co-operate effectively with all members of kitchen brigade in relation to the provision of clean crockery and equipment
- Report problems relating to the smooth operation of section to the duty Chef immediately
- Report all accidents and defects in kitchen equipment to the duty Chef
- Work as required by the operational demands of the business

The New EU regulations on Food Allergens means that Tate Eats has a legal responsibility to provide the correct allergen information within the ingredients that is in the food we make for Tate customers. You are required by law to be aware of all the daily allergen information, given to your Manager by the Senior Head Chef and Supervising Chef and communicate this to customers, upon request.

Tate is proud of its commitment to diversity and inclusion which is set out in our Tate for All strategy. This strategy aims to improve diversity and inclusion at Tate through a process of organisational change and to make diversity and inclusion part of everything we do. Tate therefore expects all of its employees to actively contribute to promote diversity and inclusion as part of their role

Person Specification

Experience, skills and competencies

- Fluent in both spoken and written English
- Able to demonstrate an ability to follow instructions well, and a willingness to 'get stuck in'
- An appreciation of health & safety, food hygiene and COSHH regulations and policies
- Work to the highest hygiene standards
- Ability to complete tasks efficiently and effectively
- Excellent verbal and written communication skills demonstrating the ability to communicate effectively and positively with all colleagues,

- Ability to work collaboratively within a diverse team and treat all colleagues with dignity and respect.
- Ability to multi-task and work well under pressure of service
- Professional attitude and appearance at all times
- Demonstrates a flexible, pro-active approach and willingness to operate wherever help is needed
- Availability to work on a rotational basis, including weekends and some evenings
- Ability to spend your shift on your feet
- Prompt timekeeping and good time management
- Has an interest in the aims, services and products of Tate Eats and is passionate about their own contribution to Tate
- Open to feedback from others

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