



**Thomas's**  
FULHAM

# Kitchen Porter (Full time)

For further details go to the  
Thomas's London Day Schools website:

<https://www.thomas-s.co.uk/join-our-team/> or  
e-mail [recruitment@thomas-s.co.uk](mailto:recruitment@thomas-s.co.uk)

[www.thomas-s.co.uk](http://www.thomas-s.co.uk)



## Application Details

We are seeking a hard working member of staff who has the ability to work within a team to deliver high quality lunches and special functions to 600+ at one of London's top co-educational preparatory schools in Fulham.

This is a genuine opportunity for lively, dedicated individuals with a good sense of humour and passion for working in a busy kitchen.

Relevant experience would be an advantage but is not essential.

For a full description of the post and an application form, please go to the Thomas's London Day Schools website <https://www.thomas-s.co.uk/join-ourteam/> or e-mail: [recruitment@thomas-s.co.uk](mailto:recruitment@thomas-s.co.uk)

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Competitive salary and conditions are offered.

Closing date:

**Tuesday 30th November 2021**

*We are committed to safeguarding the welfare of children and young people and expect all staff to share this commitment and work in accordance with our child protection policies and procedures. All posts are subject to an enhanced DBS check.*



# Kitchen Porter

## Contracted Hours: 7.30am - 3pm Monday to Friday

**Report to:** Chef Manager

**7.20am -** To arrive on time and in uniform

Put away any deliveries immediately.

Remove any rubbish that has occurred during the morning and then begin your cleaning schedule:

	Monday	Tuesday	Wednesday	Thursday	Friday
Check and Put away any deliveries	Daily	Daily	Daily	Daily	Daily
Clean the bratt pan after use	After use	After use	After use	After use	After use
Clean the mixing machine	After use				
Walk in fridge/freezer	End of the day	Deep Clean			
Wipe down bins and empty rubbish	am/pm	am/pm	am/pm	am/pm	am/pm
Clean under all tables behind fridges	End of the day				
Mop the floors	End of the day				

## Duties:

- Removal of boxes, recycling and general rubbish to the bin area as and when required
- Rotation of food waste bin as required
- Assist the chefs with any prep needed
- Washing, drying and replacing of all tins, pots etc.
- Escorting delivery drivers in and out of the school safely
- Maintain any chemical stock and report shortages to manager
- Maintain a clean and hygienic work area and surrounding areas
- Sweep and mop the floors in the wash up area and kitchen area with hot water and degreaser at the end of the day
- Make sure all bins are clean and emptied ready for the start of the next day

## Additional Duties:

To perform any other duties as dictated by the needs of the business as and when required and with agreement with your manager.

*This role falls within the category of regulated activity, therefore you will be required to have an enhanced DBS check and a barred list check. Should you receive any cautions or convictions whilst in our employment these must be reported immediately to your line manager.*

*The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment and work in accordance with our safeguarding/child protection policies and procedures.*

*The post holder's responsibility for promoting and safeguarding the welfare of children and young persons for whom he/she is responsible, or with whom he/she comes into contact will be to adhere to and ensure compliance with the school's Child Protection Policy Statement at all times. If in the course of carrying out the duties of the post, the post-holder becomes aware of any actual or potential risks to the safety or welfare of children in the school, he/she must report any concerns to the school's Designated Safeguarding Lead or to the Headmaster/Headmistress (if different).*

