



Kitchen Hand | Position Description

Reporting to: Head Chef

Ascham values staff who demonstrate a positive and proactive approach to their work and have a willingness to participate in the life of the School. We look for vibrant, dedicated and capable staff who have initiative, empathy, a good sense of humour and a professional behaviour to achieve the School's objectives.

Why your role matters:

This position has primary responsibility for ensuring hygiene, general cleanliness and sanitation standards are maintained, some goods and products are receipted, stored and distributed, and basic food is prepared and served in a safe and hygienic manner.

What you have to do to succeed:

- Provide support to the Chef in all areas of kitchen operation
- Maintain a clean and tidy dishwash area and dishwashing machine
- Ensure receipt, storage, and distribution of cleaning chemicals and washing utensils
- Provide customer service as required to students and staff in a helpful and respectful manner
- Ensure all hygiene and Health and Safety regulations are adhered to within the kitchen and dining room
- Escalate issues to the Head Chef or Head of Catering.
- Deliver specific objectives as agreed with the Head Chef to achieve the values, goals and strategies of the School.
- Ensure compliance with the Schools Code of Conduct and all other internal policies and procedures.
- Follow all other tasks as reasonably directed by the Head Chef and/or Head of Catering

What do you need to succeed?

- Enthusiasm for providing excellent customer service
- A passion for healthy food and beverages (preferred)
- Previous commercial dishwashing experience in a high-volume kitchen, and basic food preparation
- School Certificate or higher
- A good understanding of Food Safety requirements
- Good communication skills
- Basic problem-solving skills
- Literacy and numeracy skills
- Good listening skills
- A valid Working with Children clearance.

Name: _____

Signed: _____

Date: _____