AVANTI SCHOOLS TRUST

Job Description

Post Title	**Kitchen Porter**
School / Organisation	Avanti Schools Trust
Location	Avanti Fields
Grade	£12.71 per hour
Hours	37.5 hours per week
Contract Type	Permanent
	Term-time 41 weeks
Reports to	Chef Manager
Preferred Start Date	November 2026

MAIN PURPOSES OF THE JOB

This kitchen porter role will be to support our kitchen and food & beverage teams with ensuring all kitchen areas are clean and tidy, and all crockery and cutlery is prepared for the food & beverage team in order to ensure smooth running of service and provide a positive dining experience to our guests and heavy lifting is required.

Avanti Catering is all about precise, beautifully designed and nourishing menus. We cater for a healthy vegetarian diet, and provide food that is good for the body, mind and soul. Feel good food that genuinely uplifts you.

RESPONSIBILITIES OF THE JOB

- Daily cleaning of all kitchen areas and kitchen corridors
- The washing of all kitchen equipment for the chefs and all crockery and cutlery for the service staff
- Ensure the kitchen is kept clean during service times and that all walk through areas are kept clear of any obstruction and that floors are kept dry.
- To follow the cleaning schedules as instructed – to sign cleaning schedules daily to provide due diligence that cleaning has been undertaken.
- To deep clean kitchen equipment as required
- Keep all store areas clean and tidy ensuring floors are swept and mopped
- The storing of all food deliveries as instructed on a daily basis ensuring that new stock received is rotated with old stock.
- Communicate effectively with all staff.
- Keep the delivery yard area clean and tidy.
- Food waste bins / general waste bins and recycle bins to be cleaned weekly as instructed.
- Assist with any stocktaking as required.
- Provide support with all resort non-food deliveries and distribution of received goods to relevant department.

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PERSON SPECIFICATION

Criteria		Requirement	
		Essential	*Desirable*
1.	Kitchen Experience		X
2.	Understanding of food hygiene and kitchen health and safety		X
3.	Good Organizational Skills	X	
4.	The ability to work unsupervised in a busy environment	X	
5.	Ability to work in a group and independently		X
6.	Ability to follow strict instructions in a systematic and consistent manner	X	
7.	Commitment to the safeguarding and welfare of all students	X	

FURTHER INFORMATION

Due to the nature of this role, it will be necessary for the appropriate level of criminal record disclosure to be undertaken. In making your application, it is essential you disclose whether you have any pending charges, convictions, bind-overs or cautions and, if so, for which offences. This post will be exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders Act 1974. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are 'spent' under the provision of the Act, and, in the event of the employment being taken up; any failure to disclose such convictions will result in dismissal or disciplinary action. The fact that a pending charge, conviction, bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment.

For further information - Child Protection and Safeguarding Policy 2026-2027