

POSITION DESCRIPTION

Position Title:	TCS Kitchenhand
Reporting to:	TCS Production Manager
Business Area:	Total Catering Solutions
Location:	Bassendean

PRIMARY OBJECTIVES:

The Kitchenhand role is a diverse position from cleaning through to assisting and supporting the TCS Chefs and Cooks in completing the days production in line with TCS HACCP requirements.

KEY RESPONSIBILITIES:

The key responsibilities will include:

- Clean kitchen machinery and equipment in line with HACCP procedures.
- Clean floors, walls and cool rooms in line with HACCP procedures.
- Document in HACCP records as required.
- Assist with food preparation on various product lines including pie and sausage roll.
- Packaging various products and palletising ready for delivery to customers.
- Work within the pot wash area; washing dishes, pots and utensils.
- Assist Cooks/Chefs with various tasks.
- Ensure working area is kept clear and free from any OHS hazards.
- Perform any other duties as directed by the Production Manager or delegate.

PERFORMANCE INDICATORS:

- Required documentation and records are completed by the end of each scheduled shift e.g. Cleaning records.
- Machinery and equipment is cleaned when finished and in line with HACCP requirements and training.

KEY PHYSICAL REQUIREMENTS:

The work undertaken by a Kitchenhand involves constant physical activity varying from a low to high intensity but predominantly of a moderate intensity. A moderate degree of upper limb strength is required, particularly grip strength due to the repetitive nature of the work undertaking activities such as chopping, cutting, food prep etc.

The incumbent must therefore possess the following physical capabilities as demonstrated through the tasks below:



Good spinal strength and flexibility is required with the ability to maintain a slight to moderate degree of trunk flexion for periods of a few minutes at a time repetitively over a shift. Staff are also required to stand for lengthy periods, walk short distances on a repetitive basis, and move between squatting and standing positions.



Staff must also possess the ability to sustain repetitive upper limb activities for several minutes at a time, lifting up to 15kg from below knee height to waist level, occasionally lifting up to 6kgs above shoulder level, carrying 10kgs over short distances, and push/pull up to 30kg for a few minutes at a time.

SKILLS, KNOWLEDGE, EXPERIENCE & COMPETENCIES REQUIRED:

Skills, Knowledge and Experience:

Mandatory /Desirable	Description
M	National Police Clearance Certificate (no older than 6 months)
M	Successful completion of pre-medical form and key physical requirement assessment and reference check.
M	Successful completion and pre-employment medical, including drug and alcohol screen.
M	Must have a minimum of 2 years' experience in a similar role/industry
M	Good verbal, written and interpersonal communication skills.

Mandatory Competencies (assessed either 3monthly OR annually)

Fire Extinguisher and Emergency Procedure training
Infection Control Training
Chemical Training
Food Safe Training
To have met the requirements of the position description