

The Margins Project

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JOB DESCRIPTION

Job Title:	Margins Kitchen Assistant
Responsible to:	Margins Kitchen Manager
Purpose of Job:	To ensure that all kitchen and food safety tasks are completed
Hours:	Casual worker agreement, typically 15 hours per week
Salary:	London living wage, plus holiday pay
Time Period:	To be reviewed after three months

RESPONSIBILITIES

Evening Concerts, Daylight Concerts and Catering - jobs will be on a rotating basis

- Work with the Resident Chef to cook food for concerts
- Wash dishes and ensure that the kitchen is clean and tidy
- Help with set up of serving space to ensure that it is ready when doors open
- Serve food to customers
- Manage the till and handle payment for food
- Complete cashing up with the help of the Margins Resident Chef
- Be punctual for scheduled shifts

Kitchen Operations - jobs will be on a rotating basis

- Help with cleaning and organisation of larder and kitchen
- Help take in scheduled deliveries and ensure that items are properly put away
- Ensure that health and safety requirements are followed during serving and in the kitchen
- Ensure that aprons, chef uniforms and tea towels are laundered and ready for use on concert nights
- Help with stock control

Communication & Support

- Communicate with Resident Chef about areas of interest and any issues that may arise
- Assist the Margins Kitchen Manager in ensuring that front of house is ready for open doors
- In the absence of the Margins Kitchen Manager, act as the first point of contact on concert evenings
- Work closely with other trainees and keep open communication

This is a guide to the nature of the work required of the Kitchen Assistant. It is not wholly comprehensive or restrictive and may be reviewed with the post holder and the line manager from time to time.