



GROWN IN SUSSEX

Kitchen Production Assistant

Your role: Working alongside our friendly kitchen team to produce high quality baked goods as well as fresh and pre-prepared meals which promote the best of local seasonal food.

Your key tasks and responsibilities:

- Food preparation from raw ingredients to finished dishes of the highest standard
- Maintaining the highest levels of food hygiene, observing appropriate cooking times and correct temperature checks
- Always maintaining the highest standards of hygiene for the kitchen and kitchen equipment
- Checking the accuracy of in-coming deliveries
- Keeping stockroom, fridges and freezers tidy; date-checking and rotating stock as necessary
- Clear communication with producers, suppliers, customers and other team members
- Ensuring a safe working environment for all members of staff by working carefully and appropriately with kitchen equipment, using correct lifting technique, reporting damaged equipment and maintaining a tidy workplace.
- Maintaining display of goods for sale in bakery and freezers, including re-stocking hot plates as necessary
- To be punctual and appropriately dressed and to always use your time effectively
- To follow recipe cards and instructions accurately in order to maintain production consistency and compliance with displayed labelling
- Ensuring that telephone messages are accurately taken and communicated to all relevant team members in a timely fashion
- Other tasks as required