

VOLUNTEER WFD JOB DESCRIPTION

Job Title:

- Kitchen hands volunteer

The purpose of the position:

- To provide support for the Chef cook in all areas of kitchen operation

Key responsibility:

Cleaning

- Wash and clean utensils and dishes, return to the kitchen and make sure they are stored appropriately
- Clean food preparation equipment,
- Clean up spillages when they occur
- Dispose of rubbish
- Ensure proper use of chemical/cleaning products and ensure they are stored appropriately
- Follow all hygiene and Health and Safety regulations within the kitchen

Food Preparation

- Assist the Chef in the preparation and cooking of food, as required
- Follow direction toward portion control, cooking standards and wastage

General

- Maintain a positive and motivated work ethic in the kitchen at all times
- Handle, sort, store and distribute food items
- Follow instructions from the Chef or nominee
- Any other duties the employer may reasonably require

Estimate hours of work:

10 – 15 hours/weeks.

Requirement:

Police Clearance Certificate

Working relationship:

This position is work under the supervision of the chef cook and Aged care coordinator staffs

Desirable Qualifications, Skills and Attributes:

- Experience as a kitchen hand in a commercial kitchen
- Ability to work independently without constant supervision
- Knowledge of safe food handling and OHS issues as they relate to a commercial kitchen
- Solid understanding of norms and guidelines as prescribed by the federal food agency.

Out of pocket expenses

- Reimbursement for out-of-pocket expenses only occur when authorization has sought prior spending.

Insurance cover

- CASSA has adequate insurance cover to ensure staff, volunteers and service users are safe when using the centre.

Enquiries

- Admin (08) 8447 8821.