



Part-Time Kitchen Assistant Job Description

Job Summary

As an assistant, you will work closely with the Kitchen Manager to ensure smooth operation of the kitchen. Your responsibilities will include assisting with food preparation, maintaining a clean and organized space, and following food safety guidelines. You will also be responsible for washing dishes, stocking supplies, and helping with any other tasks assigned to you. The ideal candidate will have a passion for food, a strong work ethic, as well as be able to work in a fast-paced environment and utilize excellent communication skills.

This part-time position requires approximately 20 hours per week on Monday, Tuesday, Wednesday and Fridays. Shifts will start between 8:30am and 9:00am.

Core Responsibilities:

- Assist with food preparation, various tasks, packaging and pricing food items, light cooking
- Help with dishwashing, kitchen clean-up, and other duties assigned
- Stock and organize supplies/ingredients
- Assist with making smoothies and ensuring smoothie cups are stocked
- Assist with restocking bulk food items and putting away produce orders
- Follow food safety and sanitation guidelines

Skills & Qualifications:

- High School Diploma or its equivalent educational qualification
- Knowledge of kitchen equipment and it's operation
- Basic math skills, knife skills, food prep and cooking skills
- Knowledge of food safety and hygiene regulations
- Ability to work in a fast-paced, team-oriented environment
- Strong organizational and time management skills
- Attention to detail and reliability
- Ability to stand for long periods and lift heavy items

Please send your resume and three professional references to Our Manager Jen at Threesistersredwing@gmail.com. Thank you!