

Candidate Information

Position: Kitchen Assistant
School/Department: Student and Campus Experience
Reference: 26/113522
Closing Date: Monday 10 August 2026
Salary: £26,808 - £27,452 per annum.
Anticipated Interview Date: Thursday 20 August 2026

JOB PURPOSE:

The post holder will support the kitchen team by maintaining high standards of cleanliness and hygiene throughout the kitchen and ensuring all kitchen equipment is cleaned and maintained in accordance with health and safety requirements. The role will be required to work across the business units as business demand dictates.

MAJOR DUTIES:

1. Clean specified internal and external areas using appropriate cleaning techniques, materials, equipment as per recommended cleaning procedures. Use protective clothing as and when required.
2. Responsible for the cleanliness of crockery, cutlery, glassware and kitchen equipment.
3. Carry out kitchen portering duties and operate and maintain basic kitchen equipment.
4. Receive goods and store under direction and ensure store is kept secure, clean, tidy and safe.
5. Empty and clean rubbish bins as necessary and keep refuse areas clean and free from any rubbish.
6. Comply with procedures including those governing Health and Safety, Food Hygiene (Hazard Analysis Critical Control Point - HACCP), Allergen awareness, welfare, fire regulations, and ensure emergency procedures are adhered to.
7. Use appropriate cleaning materials and equipment in accordance with Health and Safety Procedures, e.g. the use of 'cleaning awareness signs'. Clean equipment and consumables on a regular basis and store correctly after use.
8. Help support and promote Sustainability across Campus Food and Drink as it contributes to the University's Carbon Management Plan.
9. Have an awareness of and put into practice the Core Values for University staff and support Campus Food and Drink to help deliver the strategic aims of the University.
10. As the business requires work flexibly in kitchens across campus.
11. Carry out any other duties which are relevant to the post as may be reasonably requested by the Head Chef / Manager.

ESSENTIAL CRITERIA:

1. Understanding of relevant Health and Safety requirements and knowledge of correct use of chemicals in line with University procedures.
2. Capable of following oral and written instructions.
3. Able to work on own initiative and work as part of a team.

ADDITIONAL INFORMATION:

Informal enquiries can be directed to: Victoria Park: - V.Parks@qub.ac.uk.