



GERMAN SCHOOL NAIROBI – KITCHEN INTERN ADVERT

1.Role Details:

Role Title: Kitchen Intern	Department or Function: Cafeteria
Role Reports to: Head of Cafeteria	Location: German School, Nairobi
Job Capacity: 40 hours per week	Current Job Holder: Vacant

ROLE PURPOSE & ACCOUNTABILITIES

We're seeking an inexperienced **Kitchen Intern** to join our bustling Cafeteria with the option of participating in the dual training program of AHK Kenya. The Kitchen Intern's primary responsibility is to assist in the daily operations of the School Cafeteria. Responsibilities will include, but not be limited to:

- Being Responsible for the daily preparation of food items in the kitchen
- Setting up station according to catering and event guidelines
- Preparing all food items as directed in a sanitary and timely manner
- Following recipes, portion controls, and presentation specifications as set by the cafeteria
- Restocking all items as needed throughout shift
- Cleaning and maintaining stations in practicing good safety, sanitation, organizational skills
- Understanding and knowing how to properly use and maintain all equipment in the cafeteria
- Assisting with the cleaning, sanitation, and organization of the kitchen and all storage areas
- Performing additional responsibilities, although not detailed, as requested by the Head of Cafeteria
- Ensuring quality and safety of food by performing standard and any additional sanitary measures including sweeping of the floors, cleaning of surfaces, as well as proper covering and storage of food items according to standards and procedures.
- Working at efficient and consistent pace
- Ensuring timely preparation of all meals
- Ensuring that the correct quantities are prepared to meet daily needs
- Utilizing kitchen equipment during food preparation
- Demonstrating flexibility and volunteering to fill open shifts as required by variations in staffing
- Following proper reporting procedures for accidents and incidents to ensure follow-up and prevention
- Serving food in the proper portion size and at the proper temperature

Qualifications

- KCSE or equivalent High School Certificate with a mean grade of B and above
- Excellent oral and communication skills
- Competent level of computer literacy especially Microsoft Office
- Ability to manage processes and maintain accurate records



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- Must have good organizational skills so as to handle work in an efficient and timely manner
- Ability to work independently and maintain flexibility in working hours
- Ability to coordinate tasks to meet deadlines
- Must have good interpersonal skills

We are an equal opportunity employer

German School Nairobi is proud to be an affirmative action / equal opportunity employer. All qualified applicants will receive consideration without regard to race, creed, gender, marital status, sexual orientation, citizenship status, colour, religion, national origin, age, disability, or any other status protected under local, laws.

SALARY AND BENEFITS OFFERED

- An interesting working environment
- Appropriate internship stipend
- Initial 3month trial period with the option to extend to a 6 month paid internship where you can then qualify to participate in the 2.5-year vocational training program of the AHK Kenya

APPLICATION PROCEDURE AND CONTACT PERSON

Your application, accompanied by a Curriculum Vitae, ID Card, copies of certificates and references of former employers should be submitted, to the attention of the Human Resource Manager, no later than **Monday 9th December, 2022**, via email to: applications@germanschool.co.ke