



TECHNICAL UNIVERSITY OF MOMBASA ENTERPRISES LIMITED (TUMEL)

JOB VACANCY

Technical University of Mombasa Enterprises Limited (TUMEL) seek to hire highly competent and qualified people to fill the following vacancy within its staff establishment.

S/NO	Position	Vacancy No.	No. of Posts
1	Kitchen Steward	TUMEL/K.Stew/15/04/2024	1

Reporting to: Cook

The Kitchen Steward will be responsible for maintaining cleanliness in the kitchen, all utensils and kitchen floors. You will also work hand-in-hand with the other kitchen staff to ensure smooth production of food.

Professional Qualifications, Requirements/Job Specifications and Experience

- KCSE certificate and 1 year work experience as a Kitchen Steward
- Valid medical health certificate **(If successful)**

OR

- KCPE Certificate and 2 years work experience as a Kitchen Steward
- Valid medical health certificate **(If successful)**

Key Duties and Responsibilities:

- Ensuring the kitchen is clean well well-maintained and organized at all times;
- Responsible for the cleanliness and sanitizing of all surfaces;
- Keeping floors and work areas clear of hazards and obstructions;
- Cleaning dry goods store, cold room, freezer room and shelves;
- Ensuring the sink is always clean with a clean dish rack;
- Collect and remove trash from all areas of operation;
- Ensure waste bins are kept clean and tidy;
- Cleans and sanitizes pots, pans utensils, and other minor equipment routinely used in the kitchen;
- Coordinating and working in relation with other cleaning teammates;
- Preparing an efficient cleaning routine;

- Using general cleaning equipment and chemicals properly;
- Wash kitchen walls when required;
- Ensuring that all health and safety regulations are adhered to;
- Immediately notifying the chef of occurring deficiencies or requirements for repairs
- Keeping all public spaces or environments neat;
- Cleaning glass surfaces, mirrors, and windows;
- Ensuring that the prescribed uniform is worn and is neat and clean; and
- Carry out other duties and responsibilities as may be assigned from time to time by your immediate supervisor or other persons in authority.

Personal Attributes

- Organized and a great team player
- Flexibility to work in shifts
- Good physical health and stamina
- Passionate about maintaining a clean and safe working environment
- Understanding of food safety and hygiene
- Ability to work with little or no supervision while meeting high-performance standards
- Excellent communication/interpersonal skills
- Ability to follow instructions

Skills & Attitudes

- Ability to maintain a positive, friendly attitude even under high pressure
- Professional attitude and appearance
- Ethics and Integrity

Minimum Qualification Requirements	TUMEL Grade	Consolidated Salary Range	Contract Duration
KCSE Certificate	9	15825/= - 20164/=	3 years

NOTE:

- i. If you are successful and required to take up the position, it will be mandatory for you to provide Chapter Six requirements for you to be employed.
- ii. Only shortlisted and successful candidates shall be contacted. Any form of canvassing either directly or indirectly shall lead to automatic disqualification.

How to Apply

Application letters accompanied by copies of a National Identity Card, a CV, relevant certificates, and testimonials are to be submitted in soft copy to email: applications@tumel.co.ke or in hard copy and submitted to the office of the **Human Resource and Administrative Officer not later than 30th April 2024 by 5:00 pm.**

The Application should be addressed to:

**The Managing Director
Technical University of Mombasa Enterprises Limited (TUMEL)
P.O BOX 90420 - 80100
Mombasa.**

TUMEL is an equal-opportunity employer and is committed to diversity and gender equality. Women, marginalized, and minority groups are encouraged to apply.



**Bernard Nyakundi
MANAGING DIRECTOR/BOARD
SECRETARY 15/04/2024**