Gordon's School

Catering Assistant – Job description

Reports to: Deputy Head of Catering & Head Chef
Hours: 11am – 7pm Monday to Friday term time plus 5 weeks

Main Purpose of the Job
The role of the Catering Assistant is to help out in the kitchen and to be responsible for hygiene and cleanliness within the food preparation areas.

Duties and Responsibilities

- Carry out basic food preparation.
- Help serve on counters at mealtimes.
- Package & deliver orders/supplies to school house/departments.
- Dishwasher – Clearing trays, loading & unloading, cleaning dishwasher.
- General tiding & cleaning of kitchen & dining room.
- Washing up
- Assist in kitchen.
- Occasional function work.
- Tiding & putting away stores in absence of store person.
- Assist chefs & managers with day to day running of the kitchen.

Person Specification
Personal Requirements

- Enjoy practical/physical work.
- Good organisational skills.
- Attention to detail.
- Safety conscious.
- Friendly approachable attitude – being able to work as part of a team.

Relevant Experience/Knowledge

- Experience in a catering environment is desirable
- Uniform Provided

Gordon's School is a State Boarding and Day School and is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment – applicants must be willing to undergo appropriate screening including a DBS check.