

Job Description

Job Title	Catering Assistant
Reporting To:	Catering Manager
Location	Ingfield Manor School


Job Overview

To assist as directed with all aspects of kitchen services at the school and be part of the small catering team. The work involves physical activities associated with maintenance work and lifting and handling of equipment and resources.

Location:	Ingfield Manor School
Hours:	9.30am- 2.30pm (25hrs per week)

Job Responsibilities:

- Assisting in the effective operation of the kitchen services
- Properly cleaning and sanitizing all food preparation areas and fridges according to established standards of hygiene.
- Washing and appropriately storing all cooking appliances, instruments, utensils, cutting boards, and dishes.
- Assisting with the preparation of meal ingredients, which includes washing, cleaning, peeling, cutting, and chopping fruit, vegetables, poultry, and meat.
- Sweeping and mopping the kitchen floors as well as wiping down kitchen walls.
- Assisting with the unloading of delivered food supplies.
- Organising and correctly storing food supplies.
- Stirring and heating soups and sauces as well as preparing hot beverages.
- Serving staff lunches and delivering/collecting hot food trollies to student areas


- 
- Modification of food and drink textures in line with student's eating and drinking needs (following appropriate training)
 - Compliance with all food health and safety regulations
 - Maintain a high standard of personal and general cleanliness and hygiene to comply with statutory and school regulations.
 - Ensure the physical environment is maintained to high standards of safety, hygiene and presentation.
 - Undertake online training and attend training activities and/or meetings as required.

This job description should not be seen as all encompassing, and the post holder will be expected to undertake any other responsibilities appropriate to the post as identified by the company.

The post holder will further Ambito's vision and comply with the policies and procedures of Ambito and the school. This job description will be kept under review to ensure that it remains up to date. The post holder will be consulted about any proposed changes.

Ambito Care and Education are committed to safeguarding and promoting the welfare of children and young people. All offers of employment are subject to rigorous pre-employment checks, including enhanced DBS, in line with our stringent safer recruitment policy.

Successful candidates for all posts will undergo a minimum of 6 months' probation.



Job Description

Job Title Catering Assistant

Our Values

- We are **Supportive** by promoting opportunities for everyone so they can reach their full potential
- We are very **Ambitious** to provide the best possible outcomes for the people who use our services
- We are **Loyal** because we put the people that we support and our staff at the centre of everything we do, and we deliver on our promises. We also are committed to ensuring that our services are meeting the needs of all stakeholders
- We are **Unique** because we are ambitious and innovative about the diversity of the services that we provide without compromising quality
- We are **Transparent** by being open, honest and fostering a culture of mutual respect. We promote a culture where we learn by our experiences, and we are committed to doing things better and setting the highest standards in what we do
- We are **Engaging** because we work in partnership with the people that we support, our staff and all our stakeholders
- We encourage everyone to experience a **Meaningful** life by being aspirational and by offering opportunities

Job Description

Job Title Catering Assistant

Knowledge, skills and competency

Area	Essential	Desirable	Evidence
Professional Qualifications	Food and hygiene certificate		Application Form Interview Certificates
Knowledge	Diet, food hygiene, catering, health and safety		Application Form Interview
Skills	To be able to communicate clearly both verbally and in writing Ability to manage own time effectively Good organisational skills To adhere to safe practice		Application Form Interview
Experience		Experience working in kitchens	Application Interview References
Personal Qualities	To be empathetic, supportive and promote independence and inclusion. The ability to use own initiative and be adaptable and willing to accept changing priorities To be reliable, flexible and motivated	Act as a role model to the young people in all aspects of your working life	Interview
Other	Have a non-judgmental approach		Application Interview