|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| |  |  | | --- | --- | | **MAIN RESPONSIBILITIES:**   1. Along with other catering staff, keep kitchen and dining hall, during service, clean, tidy and safe, including cleaning up spillages on tables and floors and clearing food trays and cutlery away, quickly and efficiently, in line with school health and hygiene procedures. 2. Wash crockery, cutlery, cooking and serving equipment, utensils and other related kitchen catering equipment and surfaces all too specified standards, in compliance with correct procedures to ensure hygiene standards are maintained, including operation of the dishwasher. 3. To clean on a daily basis all catering areas to the required standard including routine cleaning tasks and furniture movement in accordance with the school’s procedures and/or when specifically requested to do so. 4. To assist in the preparation and cooking of food and beverages as directed. 5. Assist with the preparation of the counter and hot/cold cupboards, prior to service, and then if required serve meals, snacks and beverages observing good hygiene/food handling procedures to safeguard the health and wellbeing of service users. 6. Assist with the catering laundry as required. 7. Assist with the delivery, storage and management of food stocks in line with health and safety and hygiene regulations. 8. Attend any training courses relevant to the post. 9. Report any defects in the kitchen or catering equipment to the Cook/Site & Transport Manager 10. Attend any training courses relevant to the post (including basic food hygiene training). 11. Undertake any other routine duties that may be required for the effective operation of the kitchen. 12. Any other request commensurate with the post which may be asked by the Head teacher, School Business Manager or Cook. 13. Promote the school’s aims, ethos and policies of the school at all times.   This job description is subject to regular review and may be altered as necessary to ensure the smooth running of the school meals service provided by the school.  The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Any offer of employment will be subject to receipt of a satisfactory CRB Disclosure. |  | |  |  | | | |  |
|  |  |
|  |  |
|  |  |
|  |  |