



Job Description

JOB TITLE:	Kitchen Assistant
RESPONSIBLE TO:	Chef Manager
BASE LOCATION:	Oakfield Primary Academy
SALARY GRADE:	£8.94 per hour

Brief description of role

As a Galaxy Trust Kitchen Assistant, you will be an essential member of our catering team, performing a variety of tasks in a busy kitchen environment, and contributing to the smooth running of an excellent food service.

You will need to be adaptable and flexible, and able to assist the Chef Manager with basic food preparation, serving pupils and staff, and of course washing up and keeping the kitchen clean, tidy and safe.

This role is a zero hours contract, and you will be working at any one of the schools within the Trust.

Key Responsibilities

- Basic food preparation
- Serving pupils and staff, always with a smile!
- Working as part of a team, sharing responsibility for the kitchen being a clean, tidy and safe environment
- As an essential member of the team, you will be expected to undertake training for the role, including being in group training sessions
- Helping to serve food in a timely and organized way
- Washing up, general cleaning duties

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks. The postholder may be required to do other duties appropriate to the level of the role. ***This job description may be subject to amendment or modification at any time in consultation with the post holder.***

PERSON SPECIFICATION

	<i>Essential</i>	<i>Desirable</i>
Level 2 accredited Food Safety certificate		✓
Level 3 accredited hygiene certificate		✓
Proven experience of managing a high-volume quality commercial kitchen operation e.g. hotel/events catering as Chef or Assistant Chef		✓
Experience of working in industrial kitchen		✓
Knowledge of procedures and equipment for preparing, serving and assisting with cooking of food, relevant hygiene requirements.	✓	
Wide and varied culinary knowledge and production	✓	
Knowledge of legislative requirements relating to the catering industry	✓	
Strong customer focus	✓	
Flexible approach to work	✓	

Signed:

Date:

Employee