****

Job Description: Relief Kitchen Assistant

|  |  |
| --- | --- |
| **Based at:** | **The Island Learning Trust** |
| **Grade:** | **Kent Range 3** **£21,293 pa (pro-rata)** |
|  |  |
| **Responsible to:** | **School Cook** |

**Purpose of the Job:**

To assist in the preparation and serving of food in the school kitchen at lunchtime as directed by the School Cook.

**PRINCIPAL ACCOUNTABILITIES**

1. Assist in the preparation, cooking and serving of food.

2. Follow food hygiene and cleanliness in the kitchen in accordance with health and safety, food hygiene and COSHH regulations at all times.

3. Operate kitchen equipment where required, following training.

4. Undertake cleaning and washing up as directed in the kitchen.

5. Any other duties as required by the School Cook.

****

Job Description: Relief Kitchen Assistant

The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

|  |  |
| --- | --- |
|  | Criteria |
| Qualifications | * You will not need previous specific experience or qualification.
* Food hygiene certificate an advantage.
 |
| Experience | * Some relevant experience of working with food and/or in a kitchen environment.
 |
| Skills and abilities | * Ability to use kitchen equipment i.e. knives for food preparation.
* Ability to exchange information with other catering and dining area staff. Interaction with pupils to ascertain needs.
* Needs to be able to be responsible for the safekeeping, cleanliness and use of equipment, supplies and consumables.
* Assembly/disassembly of equipment used by others.
 |
| Knowledge | * Knowledge of a limited number of procedures and equipment for preparing, serving and assisting with cooking of food.
* Relevant hygiene requirements.
 |