

Job Description

Post	Midday Meals Supervisor
Grade	TSAT Grade A/B 7.5 hours per week Term time only
Accountable to	Catering Manager
Accountable for	<ul style="list-style-type: none"> • Supervise students in the Galley • Oversee student behaviour with colleagues and liaise with the Catering Manager where necessary • Assist with associated ancillary duties (e.g. cleaning up spillages, ensuring tables are clean, sweeping floors and emptying bins etc). • Attend appropriate training sessions in order to increase knowledge and skills.
Organisation	<ul style="list-style-type: none"> • The post holder is responsible to the Catering Manager. • The post holder has no direct responsibility for staff. • The post holder will be required to communicate on a daily basis with students and staff.
Person Specification	<ul style="list-style-type: none"> • Good general education. • Previous experience in a catering profession preferable. • Good interpersonal skills

This job description sets out the main duties of the post. Other duties may be assigned by the Principal or the Academy Trust, without changing the general character of the post or level of responsibility. Roles and responsibilities may change as the Academy develops.

These responsibilities will be discussed annually as part of annual performance review and are subject to change.