

**Cook/Catering Assistant**

**The Department**

Catering at Nobel is run by an in-house team with over 10 years of experience within the school itself. The main aim of the Head Chef is to provide nourishing, interesting and well-presented food for students and staff, working closely with the school to ensure that the needs of the students and staff are fulfilled, and any requirements or suggestions are taken on board and put into action where possible. It is essential that the applicant has a real passion for food, an eye for detail and ensures that food hygiene and safety are always a priority.

This is a high numbers outfit and therefore can become a fairly pressurised environment, so a keen focus and physical fitness are essential. The team is very supportive and work extremely well together. A positive and focused attitude will be an attribute.

In addition to an interview a brief test of skill sets will be required.



**Person Specification**

**Cook/Catering Assistant**

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| **Essential** | **Desirable** |
| SKILLS AND EXPERIENCE | |
| Level 2 Food Safety and Hygiene for Catering | NVQ or City & Guilds catering qualification |
| Proven experience of B&I or Banquet style catering ( large numbers ) min.3 years |  |
| Exceptional organisational skills |  |
| Front of house experience (food service and tills) |  |
| PERSONAL QUALITIES | |
| Ability to work as part of a team, especially a readiness to help others. |  |
| Enthusiasm and sense of humour. |  |
| Flexibility. |  |
| Willingness to learn new processes. |  |
| Honesty and integrity. |  |
| Ability to establish good working relationships with students and staff. |  |



### CONDITIONS OF EMPLOYMENT:

The Conditions of Employment for support staff are set out in the National Joint Council for Local Government Services National Agreement on Pay and Conditions of Service.

### PARTICULAR DUTIES:

The following is an indicative list of duties:

To assist the Sous Chef & Head Chef in the preparation and production of breakfast/lunch and hospitality services during the school week. This will involve the clean and safe production and preparation of fresh ingredients working with accuracy to the specifications set out by the head chef.

Attention to detail and a flair for presentation are essential.

* To serve on counters at break and lunch time with speed and accuracy.
* To deliver buffet food and special events food professionally and to a high standard.
* To pay close attention to the delivery / storage and segregation of all produce.
* To always work as part of a team with a view to customer satisfaction and food safety.
* On the odd occasion there may be a requirement to work overtime on special events in the evenings and at weekends.

### NOTES:

This post is term time only, 37 hours per week, term time only.