

JOB PROFILE

DOMESTIC & CATERING ASSISTANT

To start: As soon as possible



Luckley
HOUSE SCHOOL



DOMESTIC & CATERING ASSISTANT

We are looking to appoint a reliable and hardworking Domestic and Catering Assistant to join our dedicated, friendly and professional team.

Main duties/responsibilities:

Domestic:

- To ensure that all school buildings, including student areas, classroom areas, common rooms, offices, halls, communal areas and residential accommodation, are cleaned according to work schedules and set standards to maintain a high standard of cleanliness.
- To maintain all bathroom, toilet and shower areas in a hygienic condition according to set standards.
- To maintain all kitchen areas in a hygienic condition according to set standards.
- To ensure that all floors are maintained to a high level of cleanliness and cleaned in accordance with set standards.
- Remove and dispose of rubbish from designated areas.
- Cleaning of windows as necessary.
- To assist in end of term deep-cleaning activities as required.

Catering

- Assist with the preparation of food as directed by the Chefs.
- Assist with the preparation of fruit and vegetable products which will include but not be limited to; cutting, slicing and chopping etc.
- Ensure effective and timely set-up and clear down of; dining room (including floors), service counters, serving food in accordance with the cleaning schedule.
- Be responsible for the cleaning of crockery, cutlery and service utensils within the wash up area (including the operation of dishwashers etc) in accordance with the cleaning schedule.
- Assist with ensuring the highest levels of cleanliness and hygiene are adhered to when cleaning fridges and chill cabinets etc.

- Be responsible for the removal of food waste and other waste products to exterior holding containers.
- Be responsible for the decanting and storage of fruit, vegetable and other food items as required.
- Ensure the highest possible standards of presentation by ensuring that displays, fixtures, fittings and premises are maintained in accordance with the cleaning schedule.
- Help maintain daily food logs to comply with current food safety legislation (e.g. food temperature checks).

TERMS & CONDITIONS

Permanent, full time, term time only plus INSET DAYS.

The hours of work are Monday to Friday 07:00 to 15:00

Salary: £12.01 per hour.

NON-CONTRACTUAL BENEFITS

- School's pension scheme with a generous employer contribution, as well as a death in service benefit.
- Staff discount on basic tuition fees subject to the member of staff's child(ren) meeting the entrance requirements.
- Staff carpark.
- Employee Assistance Programme (EAP).
- Free lunches during term time.
- Use of the school gym.

HOW TO APPLY

For further details please contact HR on 0118 974 3207 or 0118 974 3223 or via email: recruitment@luckleyhouseschool.org

Alternatively, an application form can be downloaded from the School website <https://www.luckleyhouseschool.org/about-us/job-vacancies/>

Closing date: Friday 27 September 2024

We reserve the right to interview and appoint before the closing date.