THE BILLERICAY SCHOOL
A MATHS AND COMPUTING COLLEGE
JOB DESCRIPTION
CATERING ASSISTANT

REPORTING TO: **Head of Catering**

Position: Catering Assistant
Grade: Hourly Paid - £8.77 per hour
Responsible to: Catering Manager

Purpose of the Job

- To provide a good level of service to students and staff during lunchtime meal service
- To ensure food hygiene standards are met at all times

Duties and Responsibilities

- To replenish vending machines.
- To serve students using the cashless till system.
- To undertake general kitchen duties.
- To undertake occasional food preparation duties.

Notes:

1. The above responsibilities are subject to the general duties and responsibilities contained in the statement of Conditions of Employment.

2. This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed. In allocating time to the performance of duties and responsibilities, the post-holder must use Directed Time in accordance with the school's published Time Policy.

3. This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once each year and it may be subject to modification or amendment at any time after consultation with the holder of the post.