



Maldon Primary School

Wantz Chase, Maldon, Essex CM9 5DQ

Telephone (01621) 853409

Website: www.maldon.essex.sch.uk

Email: admin@maldon-tkat.org

Headteacher - Mrs. Eileen Thorn



Catering / Midday Assistant

Pay range: NJC Band 1 Mid; Point 1; FET £17,363; Estimated at £3,987

Weeks / Year: 44.3

Hours / Week: 10 (11.30 – 1.30)

Contract type: Part time; Permanent

Start: Immediate

Applications close: 6th March 2020 Midnight

Interviews: 11th March 2020

Are you an enthusiastic, fantastic primary Catering / Midday Assistant looking for your next challenge?

[Maldon Primary School](#), part of The Kemnal Academies Trust (TKAT), one of the largest Multi-Academy Trusts in the South and East of England, with 4 primary schools in Essex and overall 45 Primary, Secondary and Special Academies in the TKAT Family (www.tkat.org). Our pupils are at the heart of everything we do, and we strive to inspire learners and change lives through great teaching, leadership and learning for all.

The Catering / Midday Assistant needs to be clear thinking physically fit as this role requires manual handling to take delivery of food, managing food in terms of heat control, setting up for service, overseeing / leading the service and the kitchen / equipment, clean down after service and maintaining food hygiene standards and regulations in line with Essex County Council expectations for school dinners.. There is no meal preparation involved in this role.

We are looking for

- An exemplary catering / midday practitioner,
- Inspired with passion and ambition,
- An energetic, creative and committed professional,
- An optimist with a can-do approach,
- Establish productive working relationships with pupils, acting as a role model and setting high expectations and meal time manners,
- Promote the inclusion and acceptance of all pupils within the dinner hall,
- Support pupils consistently whilst recognising and responding to their individual needs and allergens,
- With a food hygiene certificate Level 2 or 3,
- Committed to achieving high standards of service and hygiene.

We will offer you

- A comprehensive induction programme,
- A supportive and forward-thinking leadership team,
- Friendly and supportive environment, where everyone is committed to a work life balance,
- The opportunity to be part of exciting development and innovative change,
- Trust resources and materials to help plan and deliver great dinners,

- School-to-school support from fellow TKAT schools,
- Strong, high quality on-going professional development,
- Regular opportunities to meet and engage with fellow professionals from TKAT and beyond,

We strongly encourage a visit to our school is made prior to application. Visits can be arranged by contacting Jodi Quye at admin@maldon-tkat.org or by phone 01621 853409.

Equal Opportunities

Maldon Primary School is an equal opportunity employer. We welcome applications from all suitable candidates, regardless of any protected characteristic for example race, gender, sexual orientation, disability or age. All applications are treated on merit.

Safeguarding

Maldon Primary School is committed to the protection and safety of its students and the successful candidate will be subject to DBS, Bared List and two reference checks as part of the Schools Safeguarding Procedures. The ability to converse at ease with members of the public and provide advice in accurate spoken English is essential for the post in accordance with the Immigration Act 2016.

Notes

- Please note that we do not accept CVs or applications from agencies.
- Please take care to complete the application in full, as incomplete applications will not be considered.
- If you have not had any communication with in ten days of the closing date, you can take this a confirmation that you were not shortlisted, we thank you for your application.