



**THE BISHOP
FRASER TRUST**

A CHURCH OF ENGLAND MULTI ACADEMY TRUST



Bolton
St Catherine's
Academy

Bolton St Catherine's Academy

Assistant Catering Manager

Grade D SCP 6 – 11 (£25,183 - £27,269)

Actual Salary £21,153 - £22,905

37 Hours Per Week

Term Time Plus 5 Days

Permanent Contract

Required 6th January 2025

Are you prepared to work collaboratively and openly for the benefit of young people?

If so, Bolton St Catherine's Academy would love to hear from you!

We are a 3-16 all age fully inclusive Academy. We are on an exciting journey to become an outstanding organisation having just secured our best ever set of exam results. We offer state-of-the-art facilities in an amazing £36 million building providing staff with the opportunity to teach in a cutting edge and vibrant environment.

We are also a fully Instructional coaching school committed to cutting edge staff development with in excess of 60 hours CPD and development annually.

Our students deserve the very best- come and see what we are about- we constantly surprise and confound our visitors with the atmosphere we have in school. It really is a special place to be!

Main Duties:

- Preparation, service and clearing of food.
- Safe handling, storage and record-keeping associated with this activity.
- To assume the short-term responsibility for managerial responsibilities during any absence of the catering manager, leading the team and liaising with the Trust Catering Manager and Academy Business Operations Manager as required

The successful candidate will be someone who:

- Is a great team player, friendly and professional

- Enjoys working as part of a team and be able to communicate effectively with pupils, parents and staff
- Will quickly build rapport and effective professional relationships with both our young people and colleagues
- Will enthuse and motivate colleagues and students to work hard and try their best
- Has previous experience of working with children in an education setting
- Demonstrates personal resilience and role models those personal qualities we wish to instil in our young people.
- Has the ability and willingness to work flexibly to meet the demands of the role

The working hours will be:

Monday – Friday 06:30 – 14:30

In return we can offer:

- A supportive and encouraging staff team
- A paid premium to a Healthcare Cash Plan to claim back contributions towards dental, optical and other medical costs
- 24/7 access to an Employee Assistance Programme
- Fantastic facilities
- A lunch allowance for those colleagues volunteering to assist in lunchtime duties or activities

Application information:

For more information visit our website www.boltonstcatherinesacademy.org.uk or contact our Business Operations Team on 01204 332553 or by emailing hr@boltonstcatherinesacademy.org.uk

To apply please complete the attached **application form** and email to recruitment@thebishopfrasertrust.co.uk – please do not send CV's as they will not be considered.

The Bishop Fraser Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This post is subject to child protection screening including an enhanced disclosure from the Disclosure and Barring Service and also past employment checks. We are an equal opportunities employer. References will be sought prior to interview.

Closing date: Tuesday 26th November 2024 @ 9.00am

Interviews: TBC