



Post Title	Assistant Chef
School / Organisation	Avanti Schools Trust
Location	Avanti Grange Secondary School
Grade	£13.74 per hour
Hours	35 hours per week
Contract Type	Permanent
	Term-time, 41 weeks per year
Reports to	Chef Manager
Preferred Start Date	November 2026

MAIN PURPOSES OF THE JOB

To support the Chef Manager in preparing and serving nutritious, high-quality vegetarian meals for students and staff in a busy school kitchen.

The Assistant Chef will help maintain food safety standards, contribute to menu planning, and ensure smooth daily operations.

RESPONSIBILITIES OF THE JOB

- Supports the Chef Manager.
- Primarily handles food preparation, such as chopping vegetables and assembling ingredients.
- Assists with maintaining kitchen cleanliness and hygiene standards.
- Works under supervision and follows instructions from Tier 2 or senior chefs.
- Performs cooking tasks like grilling, frying, and plating dishes.
- Helps with stock management and organizing kitchen supplies.
- To operate within a team of permanent, part time and flexible staff in the unit, ensuring that the manufacturing service is successfully delivered consistently to the required standard on a daily basis.
- To participate in ensuring the smooth running of all operations.
- To help the kitchen team prepare all food and refreshments required for staff, students and hospitality requests on a daily basis and provide these in a prompt and professional manner at all times.
- To assist in all aspects of the day-to-day duties in the kitchen and ensure that the required catering service is successfully delivered on a daily basis. This includes working as an effective team member.
- Thorough and effective cleaning of the manufacturing and packing areas, including the movement and replacing of any furniture and equipment as required.
- Preparation of meals and or packing, observing all Quality, Hygiene and Food Safety requirements.
- Removal of waste from the manufacturing areas and recycling in line with the policy.
- To ensure full compliance with all areas of Health and Safety during the preparation and storage of food, including observing and maintaining COSHH, Safe Systems of Work, Risk Assessments, HACCP records & temperature controls, as requested.
- Report any defects, risks or near miss incidents immediately in accordance procedure



PERSON SPECIFICATION

Criteria		Requirement	
		<i>Essential</i>	<i>Desirable</i>
1.	Kitchen Experience		X
2.	Understanding of food hygiene and kitchen health and safety	X	
3.	Good Organizational Skills	X	
4.	The ability to work unsupervised in a busy environment	X	
5.	Ability to work in a group and independently		X
6.	Ability to follow strict instructions in a systematic and consistent manner	X	
7.	Commitment to the safeguarding and welfare of all students	X	

FURTHER INFORMATION

Due to the nature of this role, it will be necessary for the appropriate level of criminal record disclosure to be undertaken. In making your application, it is essential you disclose whether you have any pending charges, convictions, bind-overs or cautions and, if so, for which offences. This post will be exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders Act 1974. Therefore, applicants are not entitled to withhold information about convictions which for other purposes are 'spent' under the provision of the Act, and, in the event of the employment being taken up; any failure to disclose such convictions will result in dismissal or disciplinary action. The fact that a pending charge, conviction, bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment.

For further information - [Child Protection and Safeguarding Policy 2026-2027](#)