



**HARDWICK PRIMARY SCHOOL**  
Dover Street, Derby, DE23 6QP  
Tel: 01332 272249

### **Assistant Cook**

Age Range: 3 – 11 years NOR: 540 plus Nursery 30 FT equivalent

Start date: As Soon As Possible

Contract: 7.30am-1.30pm Mon - Fri (27.5hrs per week, 39 weeks)

Salary: Scale C point 5-6 £24,790 - £25,183 FTE per annum

*\*(please see above for working weeks / hours per week to calculate actual salary. FTE equal to 37 hours per week and 52.14 weeks per year)*

We are looking for an experienced, enthusiastic and committed Assistant Cook to join our school kitchen staff.

#### **Post: Permanent position available**

#### **This is a real opportunity to make your mark and contribute to the development of learning in our school.**

Hardwick Primary offers an inspiring modern learning environment for children, nurtured by a friendly, enthusiastic and supportive school team who believe our pupils deserve the best and who consistently strive to make improvements to our outstanding school.

We are proud of our school, our pupils, our team, and our achievements and have CARE for one another at the heart of all we do.

We are looking to appoint an individual who:

- Has an NVQ level 2 (Ideally)
- Is confident to be jointly responsible for providing approximately 400 healthy and delicious meals for primary aged children and staff
- Is prepared to step in and lead the kitchen with support of the team in the absence of the Catering Supervisor
- Can assist with the clearing of the food hall and kitchen in a timely manner
- Can maintain a professional, friendly and welcoming environment

Please see Person Specification for further information.

The successful candidates will enjoy:

- rewarding children to work with;
- working with a friendly, dedicated and supportive staff team;
- outstanding facilities in our new (PFI) building;
- a commitment to your professional development.

**The post is subject to an enhanced DBS check and pre-employment checks.**

Please email your completed application and reference request forms to Mr D Jeffrey, via [admin@hardwick.derby.sch.uk](mailto:admin@hardwick.derby.sch.uk).

**Applications are invited as soon as possible; we reserve the right to close applications early.**

**Closing Date: 13/06/25 at midday. Interviews to take place W/C 16/06/25**

DDAT is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. All appointments are subject to satisfactory references, pre-employment, and Disclosure Barring Service checks. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided

DDAT welcomes a diverse population of both children and staff and is committed to promoting and developing equality of opportunity in all its functions.

**Please only complete the DDAT application form and DDAT Reference/monitoring forms** attached with this advert. Send these to [admin@hardwick.derby.sch.uk](mailto:admin@hardwick.derby.sch.uk) or post to **Hardwick Primary School, Dover Street, Derby DE23 6QP** before the closing date. Unfortunately, other application forms or CVs will not be accepted.