



HEAD TEACHER – REBECCA SMALE  
GOSDEN HOUSE SCHOOL, BRAMLEY, GUILDFORD, GU5 0AH  
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## JOB DESCRIPTION

**Job Title:** Food Technician  
**Reports to:** Design & Technology Lead  
**Date:** September 2025

### Job Purpose:

To support the effective running of the Gosden Bakehouse catering workspace to ensure the safe and proper use and maintenance of resources and equipment.  
To assist staff in using the space effectively as an educational resource.

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### Main Responsibilities and Duties

- 1) Preparation of equipment, resources and materials for lessons and activities.
- 2) General care of kitchen/teaching areas including the regular inspection and maintenance of work surfaces, appliances, hand tools, machines, and other equipment.
- 3) Clearing up after lessons and putting away equipment/materials as required including laundry.
- 4) Ensure the safe storage of equipment, resources and materials.
- 5) Be responsible for maintaining stock and ordering equipment and supplies.
- 6) Ensure that Health and Safety requirements and other relevant regulations, are adhered to and observed.
- 7) Support teaching staff in delivering practical activities within the space.
- 8) Help to maintain a booking system for the space.

### Knowledge and Skills

- 1) A vocational or academic qualification in the relevant subject area would be an advantage.
- 2) Relevant practical experience is desirable.
- 3) Good communication, organisational and prioritising skills are essential.
- 4) The post holder should have an ability to use ICT for data entry and creating displays for students' work.



**Additional Responsibilities**

- 1) Providing assistant/cover for emergency provision in the kitchen, providing a pre-made emergency menu.
- 2) Assisting the Breakfast Club Supervisor with stock administration and preparation.

***SAFEGUARDING STATEMENT: Gosden House School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. The appointment will be subject to satisfactory references and an enhanced disclosure through the Disclosure and Barring Service (DBS).***

***We reserve the right to close any recruitment campaign early.***

**10.6.2025**

[https://gosdenhouseschool.sharepoint.com/sites/AdminShare/Shared Documents/General/RECRUITMENT & INDUCTION/RECRUITMENT/2024-2025/Food Technician/Job\\_Description\\_Food Technician.docx](https://gosdenhouseschool.sharepoint.com/sites/AdminShare/Shared Documents/General/RECRUITMENT & INDUCTION/RECRUITMENT/2024-2025/Food Technician/Job_Description_Food Technician.docx)