

# Kitchen Assistant

## The Downs School, West Berkshire



<b>Closing date:</b>	We will close this vacancy when a suitable candidate is found.
<b>Proposed Start Date:</b>	ASAP
<b>Salary:</b>	Salary Grade B £23,656 -£24,027 FTE per annum Actual Salary (20 hours p/w): £10,845 - £11,015 per annum
<b>Hours:</b>	Mon-Fri 10.30-14.30
<b>Contract type:</b>	Permanent, 20 hours, term time only. Plus 1 Inset days and 1 cleaning day to be worked in the summer holidays.

We are seeking a motivated Kitchen Assistant to work in our school. You will have excellent communication and customer service skills. Previous experience is desirable, however full training will be provided.

### The successful candidate will

- have a professional attitude that is open to innovative ways of working
- follow instructions issued by the Cook Supervisor or Kitchen Manager
- serve customers in a friendly and pleasant manner
- carry out basic food preparation to the agreed standard as directed by the Kitchen Manager
- carry out all tasks with due regard to the contract specification and all legislation including Health and Safety, Food Hygiene and Personal Hygiene.
- use every effort to develop and maintain effective working relationships with our customers and colleagues.
- carry out any other reasonable duties as directed by the Cook Supervisor or Kitchen Manager

### In return you will

- experience a caring, positive ethos that prioritises staff wellbeing and recognition
- experience working with children who enjoy being at school and behave exceptionally

The Downs School, a Foundation, 11-18 comprehensive school, is a successful, oversubscribed, and popular school serving the Downs area of West Berkshire. The roll is over 1400 with a well-established sixth form. Results at all levels are consistently outstanding and the best in West Berkshire, and Ofsted described our students as having 'excellent personal and social skills' who 'achieve well academically.'

We reserve the right to close this vacancy if we receive sufficient applications for the role. Therefore, if you are interested, please submit your application via TES as early as possible. Further information can be found at [thedownsschool.org](http://thedownsschool.org) or by contacting [Sarah Townsend, HR Manager](mailto:Sarah.Townsend@thedownsschool.org) / [recruitment@thedownsschool.org](mailto:recruitment@thedownsschool.org).

*The Downs School is committed to safeguarding and promoting the welfare of children and young people. Successful applicants will be subject to an Enhanced Disclosure Check through the DBS and provide evidence that they have a right to work in the UK.*

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