



## STONYHURST ST MARY'S HALL

### **Catering Assistants Vacancy**

Working evenings and weekends, approximately 5 hours per week.

<b>Department:</b>	Catering Department
<b>Responsible to:</b>	Catering Manager
<b>Job Purpose:</b>	Responsible for assisting the catering team to ensure that the department objectives of delivering first class food and service are fulfilled.

#### **Health and Safety Responsibilities:**

To comply with current Health and Hygiene and Health, Safety and Fire Legislation in accordance with training.

#### **Key Tasks and Responsibilities**

##### **Responsible for:**

- assisting with the organisation and setting up of the service counter/point
- serving food with a pleasant manner to pupils, visitors and staff
- assisting with the preparation and setting up of the rooms in which food/drinks are to be served – including where necessary the setting up of tables and the clearing afterwards
- assisting with the washing up of crockery, cutlery, observing good Health and Safety and good Hygiene practices
- assisting with the removal of rubbish from areas when required
- keeping a clean work area by regular cleaning and tidying of storerooms, dining rooms and other areas
- portraying a professional approach through correct dress and appearance
- assisting with the delivery of food and beverages to rooms around the college
- attending training courses as appropriate

Duties may be allocated from time to time which are appropriate to the grade and post and which are not of a substantial ongoing nature to affect the grading of the post.

#### **Working Conditions:**

Weekend and evening work will be required. Salary is National Minimum wage – age dependent.

#### **Closing date:**

Friday 31<sup>st</sup> July at 12 noon.