



Job Description

Post title: Food Servery Assistant		
Department: Catering	Date compiled: 14/2/22	
Actual Salary (0.23 FTE) £4,284 per annum 1.0 FTE Salary: £18,625 per annum	Hours per week: 10	Weeks per year: 45.5 FTE: 0.23
If fixed term, state duration: up to one year		
Immediate line manager: Catering Manager		
Designation of any staff line managed by the post holder:		
N/A		
Job purpose:		
<ul style="list-style-type: none"> • Assist in the serving of meals to staff and pupils. • Assist in the setting up and clearing down of service areas. 		
Principal duties and responsibilities:		
<p>The role may encompass all of the following duties. The exact duties and responsibilities and balance of workload will be determined in discussion with the post holder's line manager.</p> <ul style="list-style-type: none"> • To set up the service area for meals. • To serve pupils and staff. • To clean down after service. 		
Any other duty which may be reasonably requested of the line manager.		
For the avoidance of doubt, the duties and responsibilities contained within this job description may change from time to time according to the requirements of the role and it is not intended to have a contractual effect.		
All staff are expected to comply with the School's Health and Safety policies in the performance of their duties.		
Job description drawn up by	Vicky Adams	Date: 14/2/22
Approved for department by	Human Resources	Date: 14/2/22