

Winsford Academy Job Description and Person Specification

JOB TITLE	Kitchen Assistant	Grade 2
REPOSIBLE TO	Catering Manager	SCP 1 - 2

BASIC JOB PURPOSE

To undertake, normally under supervision, the preparation, simple cooking, serving and clearing away of food and general cleaning

MAIN RESPONSIBILITIES

1	Carry out duties as directed by the Catering Manager, which are commensurate with the nature and grade of the post.
2	To prepare food and beverages including cooking.
3	To transport and serve meals to appropriate outlet points.
4	To perform general kitchen and dining room duties e.g. washing up, setting up and clearing away of equipment/tables
5	To complete general cleaning of kitchen, surrounds and equipment
6	To process purchases through cashless system

Notwithstanding the detail in this job description the job holder will undertake such work as may be determined by the Principal/Governing Body from time to time, up to or at a level consistent with the main responsibilities of the job.