**The King’s Academy**

**Catering Assistant Recruitment December 2024**

Thank you for your interest in making an application to join our Catering team as a Catering Assistant. We currently have two vacancies available within the team, as follows.

**Role 1:**

**Catering Assistant**

9.30am to 2.30pm Monday to Friday

25 hours per week, Term Time + 2 Days

Rate of pay: £11.44 per hour

Actual Salary: £12,575.42 per annum

Access to the Local Government Pension Scheme

Start: ASAP subject to completion of required pre-employment checks

This role assists with the preparation and service of school meals and other catering needs within the Academy and would suit someone with relevant experience working within a large-scale catering environment who is a quick worker and has a commitment to high standards. The ability to work flexibly as part of a team is important to the role.

**Role 2:**

**Catering/ Bakery Assistant**

7.10am to 2.30pm Monday to Friday (including a 20-minute break)

35 hours per week, Term Time + 2 Days

Rate of pay: £11.44 per hour

Actual Salary: £17,605.59 per annum

Access to the Local Government Pension Scheme

Start: TBC – expected to be January 2025

In addition to the general catering assistant work, the role holder will be responsible for doing the daily baking of home bakes, biscuits and cakes for the lunchtime service. This element of the role would suit someone who has done this work before or is willing and able to learn, has some initiative to put forward and implement new ideas to provide variety in our offer, is methodical and able to work by themselves and has a good attention to detail in being able to follow recipes. The availability of oven space means that this role starts early so that a lot of the baking needed can be completed before the ovens are required for lunch preparations.

**Application**

Applicants are requested to give examples of how their experience fits with the requirements of the role they are applying for as described above and in the person specification.

**Closing Date and Interviews**

9am on Friday 13 December 2024. However, early application is advised as applications will be reviewed as received and we may close the process early depending on the applications we receive.

Interviews are expected to be scheduled in the afternoons during the week commencing Monday 16 December 2024. Please indicate in your application if there are days or times within that week which you would not be able to attend. Previous applicants for the role need not apply.