



## **Hospitality Assistant**

**Required from:** September 2022

**Contract term:** Permanent, part time

**Hours:** 16 per week, term time only + 5 days in school holiday time + some evenings/weekends

**Salary:** £10.40 hourly rate (£19,463 full time equivalent)

We are looking to recruit Hospitality Assistants to join our team on a flexible 16 hours per week basis including evening/weekend work.

Reporting to the Chef Manager and Customer Experience Manager, you will support the day-to-day school catering service and additionally some school events during evenings and weekends.

To succeed in this role, you will need to have excellent customer service skills with a positive, cheerful, 'can-do' attitude and be able to use initiative whilst working as part of a busy and friendly team. You will be confident and knowledgeable, hardworking, with good attention to detail.

Main duties include:

- Assisting with preparation, presentation and serving of food, buffets and all hospitality needs to the required high standard.
- Delivering excellent customer service and adapting as necessary to ensure that the high standard required is achieved at all services and events.
- Helping with general kitchen duties including food preparation and cleaning within the kitchen/dining room/other service areas around the school.
- Serving drinks/snacks as required and ensuring that licensing rules are followed for any age-restricted sales.
- Ensuring all areas are left clean and tidy and all waste correctly disposed, including external litter picking if required.
- Adhering to strict allergen, HSE and food safety policies and procedures
- Maintaining effective working relationships with pupils and colleagues, working collaboratively across all areas of the School.

This is an important role within school as we pride ourselves on providing the highest level of customer service. The successful candidate will be conscientious and professional in all aspects of this position. Being trustworthy and reliable is also of utmost importance. Please refer to the school website for our child protection policies.

Previous catering experience, customer service experience and basic food hygiene certificates are desirable but not essential as full training will be provided. Excellent benefits apply. Uniform and lunch will also be provided.

**Applications** should be submitted by **midday on Wednesday 3 August 2022 the latest**; however, applications may be considered in advance of the deadline.

For further details and to apply for the position please see the GDST external recruitment website via the link below:

[https://my.corehr.com/pls/gdstrecruit/erq\\_jobspec\\_version\\_4.jobspec?p\\_id=020747](https://my.corehr.com/pls/gdstrecruit/erq_jobspec_version_4.jobspec?p_id=020747)

*Northampton High School and the GDST are committed to diversity, inclusion and real change: a family where every individual is valued, respected and included.*

*Northampton High School and the GDST are committed to Safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.*