

Salary:	NJC Pay Scale, Grade A
Responsible to:	Catering Manager / Assistant Catering Manager
Date of Job Description:	

Purpose of the Role:

To provide catering support in the preparation, cooking and serving of food and beverages plus related catering duties

Main Tasks and Responsibilities

General Duties:

- To act in accordance with FCAT's policies and procedures.
- To act as a role model and work in accordance with the Trust values: pride, ambition, respect, resilience, integrity and excellence.
- To encourage and promote non-discriminatory behaviour and ensure equality and diversity is sustained within FCAT and our academies.
- To ensure compliance with the General Data Protection Regulations and maintain confidentiality in your working practices each day. To ensure compliance with FCAT's Health and Safety Policy at all times.
- To adhere to FCAT's Safeguarding policy and procedures to ensure that the duty of care for all staff, including yourself to protect children and young people is maintained.
- Any other tasks and responsibilities reasonably appropriate to this post and grade.
- To attend mandatory training and participate in performance development as required.
- To work in support of the Team FCAT Work and Wellbeing Charter.

Key Duties:

- To prepare the dining area of service, and associated cleaning as required
- To prepare the service area, hot cupboards and other equipment at the point of service for the efficient and effective service of meals
- To assist in the preparation, cooking and serving of food and beverages as directed by the Catering Manager / Assistant Catering Manager
- To serve food according to the style and type of operation defined by Garstang Community Academy
- To wash dishes, cutlery, tumblers, jugs, serving utensils, containers, tables and all other catering equipment in the catering environment
- To clean on a daily basis all catering areas to a standard required by Garstang Community Academy
- Other related duties as are required to ensure the dining areas and kitchens are in a clean and hygienic condition and that the food service is effective and efficient
- To undertake duties that may be required for the effective operation of the catering establishment, including till duty (cashless Catering) as directed by the Catering Manager or Assistant Catering Manager

School

- To work within school policies and procedures.
- To attend skill training and participate in personal/performance development as required.
- To take care for their own and other people's health and safety.
- To be aware of the confidential nature of issues.

Note: In addition, other duties at no higher level of responsibility may be interchanged with/added to this list as required.