



AMPLEFORTH COLLEGE

CATERING ASSISTANT – Seasonal

Job Description

Undertaking catering and cleaning duties for breakfast, lunch, supper and functions in the College Upper Building and other associated areas. Carrying out duties in the most cost-effective and efficient way, demonstrating all due care to safer practice for children and for all relevant Health and Safety legislation.

Main Duties

- Working as part of the Food & Events team providing an efficient and effective service to a broad range of customers, understanding their needs and working to meet these wherever possible. Demonstrating excellent levels of customer service.
- Setting up serveries, dining rooms and associated areas for service
- Undertaking food service to the Summer lettings groups, community and guests, in a polite and helpful manner
- Maintaining cleanliness of all areas
- Washing up including use of mechanical dishwasher and manual washing
- Preparing for, and assisting at, special functions
- Undertaking simple food preparation
- Presenting Ampleforth in a positive light, assisting in the retention and growth of all business areas
- Assisting colleagues in the delivery of a first-class service with due regard for legal, financial and time constraints
- Attending training sessions as required
- Undertake any reasonable requests made by managers and commensurate to the role

Specific objectives for the reporting period

[Set on an individual basis, as necessary]

Line Manager and Annual Appraisal Reporting Officer

Front of House Team Leader

Annual Appraisal Counter-signing Officer

Front of House Manager