



Job Vacancy at Cornerstone Academy Trust
Catering Assistant – Required September
Based in Exeter

This is an exciting time to join us at Cornerstone Academy Trust, with schools based on the edge of Exeter in East Devon and in the coastal town of Barnstaple in North Devon. The Academy Trust has a national and international reputation for its outstanding and innovative education and its schools are highly sort after.

We are wishing to recruit a Catering Assistant to support our well-renowned dining service which provides high quality meals for up to 1000 pupils and staff daily for schools within and outside of our Trust. As a Catering Assistant you will be involved in all aspects of food preparation, kitchen hygiene processes, and washing and clearing up duties to ensure the smooth running of the kitchen. It is a busy and sometimes hectic environment requiring people to work at a fast pace at peak times. You will need to work closely with others, keeping the onsite Chef informed of work progress. Some catering experience would be an advantage.

We require a catering assistant to be based at Westclyst Primary School, although at times you may be required to work in our other kitchens at Broadclyst or Monkerton. Required in September, the post is permanent and for 16 hours per week. We anticipate the working hours each day will be 10am until 2pm, however, this can be discussed at interview. The position is term time only (38 weeks per annum) but in time the role could expand to cover for functions taking place out of school hours, including school holidays. The hourly rate is £9.50, plus a holiday allowance enhancement. The hourly rate with this enhancement is £10.64.

You will have access to the Local Government pension scheme, a health scheme, a cycle to work scheme and subsidised meals in our staff café with food cooked and served by our own chefs. Successful candidates will be provided with state-of-the-art IT equipment to help them fulfil their duties and we support all staff with an investment in their professional development through training and a good performance management process, where a bonus is payable to those who achieve highly.

We look forward to receiving your application and hopefully meeting you as part of the recruitment process.

This post is exempt from the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020). This means that certain convictions and cautions are considered 'protected' and do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website: www.gov.uk/government/publications/new-guidance-on-the-rehabilitation-of-offenders-act-1974

An enhanced Disclosure and Barring Service check is required for all our posts. We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment.

For further information about our schools and to apply, please visit our website: www.tcat.education

Starting date: 5th September 2022

Interview dates: Flexible

A job description and an application form can be obtained at www.tcat.education/vacancies

Please email completed documents to vacancy@tcat.education