Job Description

WIRRAL

Department	Various	Division	Various
Designation of Post	Level 1 Facilities (Catering Assistant)	Grade	Band B
Responsible to	Cook in Charge, Cook Supervisor, Unit Manager		
Immediate Subordinates			

Job Purpose

Undertake, normally under the general direction of a higher graded operative in the kitchen, the preparation, simple cooking and the serving of food.

Key Tasks

1. Assist in the preparation, cooking and serving of food and beverages
2. Follow food hygiene and cleanliness in the kitchen in accordance with health and safety, food hygiene and COSHH regulations at all times
3. Operate kitchen equipment, following training
4. Undertake cleaning and washing up as directed in the kitchen and dining areas
5. Refill and replace sauces, condiments and other consumables.
6. Transporting and serving meals
7. To perform other duties considered reasonable, that are commensurate with the grading and designation of the post

Individuals in this role may also undertake some or all of the following:

1. Assist with moving and setting up dining furniture

NOTE:

This job description will be reviewed regularly and may be subject to amendment or modification at any time after consultation with the post holder. It is not a definitive statement of procedures and tasks, but sets out the main expectations of the Service in relation to the post holder's responsibilities and duties.

Elements of this job description and changes to it may be amended in light of organisational and service requirements.

Issued by

Park Primary School
21/10/2026