



ROLE SPECIFICATION

KITCHEN ASSISTANT

Context

Morrison's Academy is a friendly, family-oriented day school in the heart of rural Perthshire. Generations of Morrisonians have benefited from the school's rich blend of academic, artistic and sporting experiences, going on to make their mark on the world as Olympic athletes, groundbreaking scientists, award-winning actors, adventurers, politicians and professionals. Our long tradition of academic success in boys and girls from 3 to 18 continues today with a contemporary Scottish curriculum and a programme of independent, child-centred learning that builds emotional intelligence, creativity and life skills, and encourages every child to strive for their highest. Our school roll of over 450 young people and over 100 staff are all active members of the local community, and we all know and support one another, working together as a team to put pupils and parents first. We embody this culture in everything we do, delivering excellence in teaching and nurturing the individual to encourage every child to flourish.



Our young people are a delight to work with, and the staff and governors are helpful and supportive. Crieff is a vibrant community in a beautiful part of the country, at the gateway to the Highlands and in easy reach of the Central Belt. The Morrison's family is friendly and progressive; we have high expectations of one another and the confidence to encourage innovation.

We are committed to the career-long professional learning of all our staff. Our programme of Performance Reviews and generous CPD budget promotes continuous improvement within and beyond the classroom, with plenty of scope for colleagues to pursue interests and specialisms.

KITCHEN ASSISTANT

Role

The role of the Kitchen Assistant is to be a responsible member of this busy and friendly catering team.

Qualifications

Essential

- Experience working in a catering environment

Desirable

- Elementary Food Hygiene Certificate
- Experience working in a school environment

Reports To

Catering Manager

Hours of Work

11.25 hours initially and the hours of work should general fall within 12-14.15, Monday-Friday, however, it is a condition of your employment that you work flexibly in accordance with the working arrangements operated by the School.

Leave Entitlement

Contractual Leave entitlement to all School holidays except those days designated by the Bursar (HR & Facilities) at the beginning and end of term which are designated for cleaning.

Salary

Hourly rate is linked to the National Living Wage

The Kitchen Assistant's principal tasks shall be:

1. To wash up dishes prior to lunch service
2. To assist hot plate with service of lunch as required
3. To assist in plate wash area as required
4. To assist in the Dining Hall with serving of tables as required
5. To assist in the clear down after lunch
6. To assist in the clear down of the kitchen after service, including pot and plate wash areas
7. Assist in the sweeping and washing of floors
8. Helping other staff to complete clear down after lunch
9. Any other duties asked of by Cook in charge
10. To comply with the individual responsibilities imposed by the Health and Safety at Work Act (1974) and the Management of Health and Safety at Work Regulations (1999) and to co-operate with Management to promote a positive attitude towards Health & Safety at Work taking all reasonably practicable steps to prevent personal injury or injury to others.

This role specification is intended to convey a broad outline of the position and responsibilities of the Kitchen Assistant. It is not definitive and will be mutually reviewed on an annual basis as a normal aspect of the personal review and development process.

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