

School Baker - Job Description

Who we are looking for

- Experienced baker in a similar setting.
- Keen eye for detail when presenting the desserts (we all eat with our eyes).
- Organised.
- Experienced working in a fast-paced environment.
- Experience in menu development, We work on a two-week rolling menu for desserts – although help and training will be given.
- Use of initiative and creativity.
- Level 2 in food hygiene.
- Knowledge of allergies and different dietary requirements.

Duties and Responsibilities

- To prepare, bake and present a wide range of desserts for lower and upper prep children, senior children and staff.
- To order all food and other commodities required from designated suppliers
- To undertake cleaning, ensure that inset day, parents' evenings and other school functions are attended and to undertake any other duties that may be required for the effective operation of the catering unit.
- To assist with any other commercial functions or events, as reasonably required by Oakhill School and Nursery.
- To assist the Catering Manager to operate and control stocks, stock records and ensure correct completion and submission of all appropriate returns and records.

Health and Safety

- To maintain the standards of kitchen and personal hygiene and health and safety and operate to the standards required by the Statutory Health and Safety and Hygiene regulations.
- To take responsibility for the standard of cleanliness and hygiene of premises and equipment within the catering unit.
- To ensure that defects in any equipment within the unit are reported to the Catering Manager and meet Health & Safety and or Hygiene standards.
- To ensure that both you and the staff take care of their own and other people's health and safety.
- To recommend and or develop changes to internal procedures and strategies in order to ensure that current practice is valid and enhances the overall efficiency of the staff.
- To attend on any off the job training sessions as required.
- Attendance at meetings with your manager as required.
- To attend training and industry updating where required both internally and externally.