

Job Profile

Purpose

To work in a happy, collaborative manner, bringing your enthusiasm to enhance our catering department at Meoncross School.

Job title: Catering Assistant: Term time only

Reporting to: The Head of Catering

Department/School: **Meoncross, Burnt House Lane, Stubbington. Hampshire.**

Checks: Enhanced DBS

Date of requisition: 29.03.2018

Working With Us

An Inspiring World of Education - that is the Cognita way. As an international organisation with a high performing culture and inspirational learning at our core, we can offer you first-class career opportunities with a global dimension. All our colleagues receive ongoing investment in their professional development. You will be joining a top independent school and a global network of colleagues across a diverse yet connected family of schools in Europe, Latin America and Asia. We'd love to tell you more about how this could benefit your career.

Launched in 2004, Cognita is an extraordinary family of schools joining forces in an inspiring world of education with one common purpose: building self-belief and empowering individuals to succeed.

With some 70 schools internationally we employ 5,000 teaching and support staff in the care and education of more than 35,000 students. Together, our schools provide a uniquely global education that goes beyond grades to develop all-round academic excellence – equipping young people with the confidence and resourcefulness that prepares them to grow, thrive and find their success in a fast-changing world. If you want to take your career further, we want to support you in achieving that goal within Cognita. www.cognita.com

Key Accountabilities

- Support the Catering Manager
- Undertake general kitchen duties
- Serve meals
- Clear and clean up
- Maintain good standards of food hygiene

Why we want you in our team

Because you:

- Are honest, and genuine
- Have a great sense of humour
- Are keen to work as part of a great team
- ...

Benefits

- Competitive salary
- Contributory pension scheme
- Private healthcare
- Life assurance
- School fee discount
- Professional development
- 25 days' holiday

Safeguarding Responsibilities

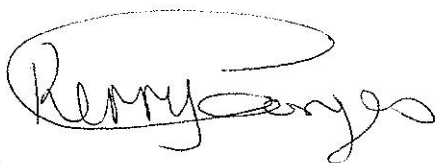
The job holder's responsibility for promoting and safeguarding the welfare of children and young person's for whom s/he is responsible, or with whom s/he comes into contact will be to adhere to and ensure compliance with the relevant Cognita Safeguarding; Child Protection Policy and Procedures at all times. If in the course of carrying out the duties of the role, the job holder identifies any instance that a child is suffering or likely to suffer significant harm either at school or at home, s/he must report any concerns to the School's Child Protection Officer/Designated Safeguarding Lead or to the Head or indeed to the Regional CEO so that a referral can be made accordingly to the relevant third party services.

Key role dimensions

Key stakeholders: Business Manager HODs, teachers, heads, internal colleagues, parents, students, school staff

Key metrics: To help sustain a high quality diet for pupils

This role profile is not exhaustive and may be changed at any time to meet the changing requirements of Cognita. This role profile does not direct any particular priorities or amount of time to be spent carrying out these duties.



Signed:

Date: 25.06.2018

Name: Kerry Georges