



Kitchen Assistant Level 1 | Position Description

Reporting to: Head Chef

Ascham values staff who demonstrate a positive and proactive approach to their work and have a willingness to participate in the life of the School. We look for vibrant, dedicated and capable staff who have initiative, empathy, a good sense of humour and a professional behaviour to achieve the School's objectives.

Why your role matters:

This position has primary responsibility for ensuring hygiene and sanitation standards are maintained, goods and products are receipted, stored and distributed, and food is prepared and served in a safe and hygienic manner.

What you have to do to succeed:

- Provide support to the Chef in all areas of kitchen operation
- Prepare food through sanitising, peeling, cutting etc.
- Ensure receipt, storage, and distribution of goods
- Arrange the setting up of Grab & Go area and the presentation of the different food and beverage on offer
- Operate a Point of Sale system according to standard procedures
- Provide customer service to students and staff in a helpful and respectful manner
- Ensure all hygiene and Health and Safety regulations are adhered to within the kitchen and dining room
- Escalate issues to the Head Chef or Head of Catering.
- Deliver specific objectives as agreed with the Head Chef to achieve the values, goals and strategies of the School.
- Ensure compliance with the Schools Code of Conduct and all other internal policies and procedures.
- Follow all other tasks as reasonably directed by the Head Chef and/or Head of Catering

What do you need to succeed?

- Enthusiasm for providing excellent customer service
- A passion for healthy food and beverages (preferred)
- Previous experience in a high volume kitchen and basic food preparation
- School Certificate or higher
- A good understanding of Food Safety requirements
- Good communication skills
- Basic problem solving skills
- Literacy and numeracy skills
- Good listening skills
- A valid Working with Children clearance.