

CESHIRE WEST AND CHESTER COUNCIL

JOB DESCRIPTION

IMPORTANT

THE REHABILITATION OF OFFENDERS ACT

The provisions of the Rehabilitation of Offenders Act relating to the non-disclosure of spent convictions do not apply to this job, **YOU MUST, THEREFORE, DISCLOSE WHETHER YOU HAVE ANY PREVIOUS CONVICTIONS ON THE BACK PAGE OF THE APPLICATION FORM.**

If successful, you will also be required to apply for a Criminal Record Check from the Disclosure and Barring Service. The level of check required for this job is an Enhanced Disclosure.

<u>JOB TITLE:</u>	Kitchen Assistant
<u>REFERENCE:</u>	AAAE7166
<u>GRADE:</u>	Grade 2
<u>RESPONSIBLE TO:</u>	Catering Supervisor

1 JOB PURPOSE

To undertake, normally under supervision, the preparation, simple cooking, serving and clearing away of food and general cleaning

PRINCIPAL RESPONSIBILITIES

1	Basic preparation of food and beverages including simple cooking.
2	Transporting and serving of meals.
3	General kitchen and dining room duties e.g washing up, setting up and clearing away of equipment/tables.
4	General cleaning of kitchen, surrounds and equipment.
5	Receive payment for meals and give appropriate change using electronic till as necessary.

NOTE

Notwithstanding the detail in this job description, in accordance with the Council's Flexibility Policy the job holder will undertake such work as may be determined by the Director/Corporate County Manager from time to time, up to or at a level consistent with the Principal Responsibilities of the job and in any location within the County of Cheshire West and Chester.