



**SACRED HEART CATHOLIC PRIMARY SCHOOL  
A VOLUNTARY ACADEMY  
VALLEY DRIVE, ILKLEY  
WEST YORKSHIRE LS29 8NL**

**Telephone: 01943 609578**

**Fax: 01943 605448**

**Email: [office@sacredheart.bradford.sch.uk](mailto:office@sacredheart.bradford.sch.uk)**

**Executive Headteacher: Mrs A Ashworth**

*Jesus said, "I chose you, and appointed you to go and bear much fruit." (John 15:16)*

## **Kitchen Manager**

**Permanent, 23.75 hours per week term time only**

**Monday to Friday, 9:15am – 2:00pm**

**NJC Grade B1, Scale Points 4-6**

**Actual Salary: £10,163 - £10,573 per annum**

**Number on roll: 144**

Required immediately, the Academy Council is seeking to appoint a Kitchen Manager / Cook to work within our on-site busy school kitchen. The successful candidate will be a self-motivated individual who will play a vital part in helping to provide an excellent service, planning menus to meet recommended nutritional guidelines, whilst promoting the healthy eating agenda for schools and abiding by agreed costing mechanisms and demonstrate the ability to lead and manage a team.

You will be responsible for the ensuring the smooth running of the kitchen with the support of a catering team, monitoring catering sales, training, cleaning, stock takes and controlling budget; ensuring health and safety procedures are carried out and promoting the catering facilities.

To work safely at all times, ensuring high standards of food production, hygiene, storage and service are consistently maintained. You will work closely with the Catering Assistants and lunchtime supervisory staff to ensure a smooth and pleasant eating experience.

### **Ideal Candidate:**

The ideal candidate will have knowledge of food allergies as well planning menus, an understanding of food hygiene and health and safety issues, hold a level 2 Food Hygiene Certificate, experience of working in the catering industry and managing staff. It is essential for candidates to be able to cook to a high standard and provide direction and on the job training to other staff. It would be beneficial for candidates to have previous budgetary experience and responsibility and the ability to train other staff to cook to a high standard.

- Previous Chef/Cook Manager experience
- Highly reliable
- Good leader as well as team player

**A member of The Bishop Wheeler Catholic Academy Trust** which is a charity and a company limited by guarantee, registered in England and Wales.

Company Number: 8399801

Registered Office: St. Mary's Catholic High School, Bradford Road, Menston, LS29 6AE

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Practising Catholics are particularly welcome though the position is not exclusive. Candidates would be expected to be sympathetic to the Catholic ethos and actively support our Mission Statement.

We can offer:

- A strong Catholic ethos;
- A friendly, happy school that lives by its Mission Statement, 'With Christ at the centre, we show Unity, Respect, Joy, Love, Courage';
- A happy and supportive team of teachers and support staff
- Well behaved, respectful and happy children who are eager to learn
- Supportive parents, Academy Council and parish community;
- A strong commitment to continuous professional development

**Closing Date: Noon, Monday 18<sup>th</sup> October 2021**

**Shortlisting: Monday 18<sup>th</sup> October 2021, pm**

**Interview; Wednesday 20<sup>th</sup> October 2021**

Informal visits to our school are warmly welcomed. Please contact Mrs Cheetham, our School Office Manager, to arrange a risk assessed visit. Application forms can be downloaded from the Bishop Wheeler Catholic Academy Trust website [www.bishopwheelercatholicacademytrust.org/vacancies](http://www.bishopwheelercatholicacademytrust.org/vacancies) and further details are available from school.

***Our school is committed to safeguarding and promoting the welfare of our children and expects all staff and volunteers to share this commitment. This post is subject to a satisfactory DSB enhanced disclosure certificate.***

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