



William Murdoch Primary School Catering Supervisor Vacancy

Job Title:	Catering Supervisor
Salary:	Grade B £28,598-£34,434 pro rata, per annum (Subject to formal evaluation under the BCC Equal Pay Programme Job Process)
Location:	William Murdoch Primary School Antrobus Road Handsworth Birmingham B21 9NT
Hours:	32.50 hours per week, 7.15am – 2.15pm
Days:	Monday – Friday
Contract Type:	Term Time Only/Fixed Term for 12 months
Start Date:	As soon as possible

Job Information:

We are looking to recruit a highly experienced catering supervisor, who will be responsible for the organisation, supervision and provision of a quality catering service in line with current rules, regulations, legislation and procedures e.g. City Council (Equal Opportunities Policy, Code of Conduct) and national legislation (Health and Safety, Data Protection and Environmental Health inspections).

Healthy eating is a continuous theme throughout all our menus, and we are committed to the well-being of pupils. This is a great opportunity for someone who enjoys working in a busy environment, delivers excellent customer service and can motivate and support team members.

You will be part of the School Catering Team and will:

- Need to be enthusiastic, hard-working and confident in working within an education setting
- Have excellent communication skills and a positive approach
- Be willing to undertake training appropriate to the job

This school is an equal opportunities employer and positively encourages applications from suitably qualified and eligible candidates regardless of sex, race, disability, age, sexual orientation, gender reassignment, religion or belief, marital status, or pregnancy and maternity.

There will be a probationary period of three months.

Safeguarding: This school is committed to safeguarding and promoting the welfare of children and expect all staff to share this commitment. The successful candidate will be subject to all necessary pre-employment checks, including:

- Enhanced DBS with children's barred list check (where applicable)
- Childcare Disqualification (where applicable)
- Medical fitness
- Identity
- Right to work

References: All applicants will be required to provide two suitable references.

Shortlisted Candidates: An online search will also be carried out as part of due diligence on all shortlisted candidates.

Shortlisted candidates will be asked to complete a self-declaration form which will need to be submitted at interview.

Rehabilitation of Offenders: This post is exempt from the Rehabilitation of Offenders Act 1974 and the amendments to the Exceptions Order 1975, 2013 and 2020.

This means that when applying for certain jobs and activities certain spent convictions and cautions are 'protected', so they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account.

Further information about filtering offences can be found in the DBS filtering guide <https://www.gov.uk/government/publications/dbs-filtering-guidance>

Further Information: This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak fluent and spoken English is an essential requirement for this role.

Closing Date: Monday 20 April at 12 noon

Application Packs are available via our school website: <https://www.williammurdoch.bham.sch.uk/>

PLEASE NOTE: CV'S WILL NOT BE ACCEPTED.

For further details regarding this vacancy, please telephone the school (0121 554 0999) or email c.mason@williammurdoch.bham.sch.uk