

Catering Supervisor

The Role

We have an exciting opportunity for a Catering Supervisor to join our school. The successful candidate will be passionate in working with our children and families to make a difference for them to our children. We are looking to recruit a colleague with both the commitment and relevant skills to embody our culture, enthuse students, and help to raise standards throughout the school. The successful candidate will join the school at an exciting time. Having been judged as 'Good' by Ofsted in December 2021, we are eager to continue our school improvement journey – and we look forward to having you on this journey.

The successful candidate will:

Be able to carry out the basic job purposes of

- Preparation of food
- Setting up and serving of meals
- General kitchen and cleaning duties as directed
- Must possess the ability to work flexibly and as part of a team
- Punctuality
- Reliability and capacity for hard work are essential along with a sense of humour

Previous experience is desirable but not essential.

You will be expected to undertake food hygiene training when the courses come up as part of the role.

As part Catholic School within the Diocese of Shrewsbury, there is an expectation that the successful candidate will embrace Catholic Life working to demonstrate Catholic Social Teaching in everything that we do.

Our School

The Catholic High School, Chester is an academy where we all strive for excellence. We have a real sense of community, and being part of the community is incredibly important to us. As part of our school improvement journey, we have clear plans to ensure that outcomes continue to improve. Our team approach is evident in everything that we do, and this has been a key factor in securing school improvement in recent years.

We firmly believe in the importance of all of our students achieving a Quality First Education, which in turn enables our students to believe that they can achieve whatever they want to with hard work, determination and self-motivation.

The role of Kitchen Assistant is a key support role to all areas of school life enabling all areas of the school to function smoothly and without disruption.

What we offer

You will be part of the school's support team, supporting the whole school to continue to maintain its high standards and enable students to get the best out of their time at school.

As part of The Catholic High School, Chester you will be open to opportunities to develop as an individual within the school through our Training Programme. The value of being part of our team should not be underestimated, joining The Catholic High School, Chester will mean that you will be part of a supportive and dedicated group of staff who will invest in your professional development. This is a fantastic opportunity to develop your abilities and knowledge whilst working in a supportive environment in conjunction with other very dedicated and professional staff.

The role is Permanent Role over 39 weeks a year **for 25 hours per week overtime extra (term time only)**

Grade 3 SCP 2-4 actual salary £14,232 rising to £15,015 after 5 years continuous Local Government Service hourly rates £12.65 to £13.05 depending on experience.

For further information, please have a look at our website www.christofidelis.org.uk

Closing date: 12pm Friday 3rd October 2025

Interviews will take place week commencing 6th October 2025

Further details and an application pack are available from the vacancies page on our website:

[Vacancies - The Chester Catholic High School \(christofidelis.org.uk\)](http://christofidelis.org.uk)

Applications should be returned via email or hard copies to: Andrew Kilcoyne, Business Manager
recruitment@christofidelis.org.uk

The Catholic High School, Chester is committed to safeguarding and promoting the welfare of all of our students, and expect all staff and volunteers to share this commitment. An enhanced DBS check applies to all roles.

JOB TITLE	Catering Supervisor	JOB REF NO	AKCT2025B(RO)
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BASIC JOB PURPOSE

To support the Catering Manager in the provision of school meals and other catering requirements within high schools that serve in excess of 500 meals per day, in accordance with nutritional guidelines and statutory restrictions.

	MAIN RESPONSIBILITIES
1	Full preparation and cooking of food including weighing up, using planned menus and agreed working practices to meet customer and business requirements.
2	Supervise and train kitchen staff (under the guidance of the Catering Manager) to ensure that Health and Safety and other standards of hygiene and safety are met.
3	Order, receive, rotate and store food stocks (under the guidance of the Catering Manager)
4	Operate a till to allocate meals costs against student and staff accounts using the schools cashless catering system.
5	Carry out general kitchen duties to include washing-up, serving and clearing away of meals.
6	Carry out general cleaning of kitchen, its surrounds and equipment to ensure a hygienic and safe working environment.
7	Plan menus (in conjunction with the Catering Manager) for a 15 day menu cycle to ensure student requirements are met within nutritional guidelines.

PERSON SPECIFICATION

JOB TITLE: Catering Supervisor

GRADE: 4

DEPT/SERVICE: School Canteen

Reporting to Catering Manager

UNIT/SECTION: STRATEGIC SUPPORT

JOB REF: AAAE 7166

CRITERIA	DESIRABLE	ESSENTIAL	METHOD OF ASSESSMENT
Qualifications	Food Hygiene Certificate NVQ in Catering		Interview
Experience	Catering Experience Working in schools		Interview
Job Related Knowledge	Knowledge of Healthy food standards Allergen awareness Kitchen hygiene		Interview
Skills and Aptitudes		Good team member and communicator. Good manner dealing with children	Interview
Other Requirements	Able to manage time and tasks effectively		Interview

The Catholic High School, Chester is committed to supporting people with disabilities and will make reasonable adjustments to these requirements where this enables a disabled person to do the job effectively.