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Tel: 01202 871243

www.fernup.dorset.sch.uk

**Catering Manager**

**Job Ref: XS2.1**

**37 hours per week, Monday to Friday**

**Hours can be flexible and will be discussed at interview**

 **Grade 7 SCP 8-14 - £13.47 to £14.84 per hour**

 **Term Time only plus 5 Staff Training Days**

**Permanent Contract**

Ferndown Upper School operates an in-house catering service for over 1,000 students with provision at breakfast, mid-morning break and lunch time.

We are looking to recruit a **Catering Manager** to run our busy kitchen and lead the catering team. The successful applicant will be a natural leader with good communication skills to motivate the team in providing an exceptional and outstanding service to students and staff. You will have responsibility for managing the school’s kitchen including the preparation, cooking and service of freshly cooked food ensuring the highest levels of food hygiene and health and safety are maintained. The role will also include stocktaking, stock ordering, dealing with external suppliers and supervising the work of the catering staff. You will be highly organised and have good leadership and administrative skills.

The successful candidate will have experience in a busy kitchen environment and hold at least a Level 2 Food Safety Certificate. A Level 3 is desirable however, the school will support the training for this if required.

**What Ferndown Can Offer You:**

* CPD opportunities and training and development programmes.
* Eligibility to join the Local Government Pension Scheme.
* A tax efficient Childcare Scheme through salary sacrifice.
* Access to health and wellbeing support.
* Private Healthcare Cash Back Plan including 24/7 access to a GP by phone, gym discounts, cashback for optical, dental and other appointment expenses for employees and their children.
* Access to staff benefits and discounts portal through Dorset Council.

**For more details please contact** donnamitchell@fernup.dorset.sch.uk

To apply, please click on ‘Apply Now’ on the Dorset Jobs website or an application is available on our website [www.fernup.dorset.sch.uk/vacancies](http://www.fernup.dorset.sch.uk/vacancies)

**Close date: midnight Sunday 9th March 2025**

*This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful candidate will be required to have an Enhanced Disclosure & Barring Service check (formerly CRB) in line with the Governments safer recruitment guidelines.*

*Ferndown Upper School values the diversity of our workforce and welcome applications from all sections of the community. This role is UK based and your Right to Work will need to be established as part of the appointment process.*

*This post is exempt from the Rehabilitation of Offenders Act (ROA) 1974. The amendments to the ROA 1974 (Exceptions Order 1975, (2013 and 2020) provide 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. The MOJ’s guidance on the Rehabilitation of Offenders Act 1974 and the Exceptions Order 1975, provides information about which convictions must be* *declared during job applications and related exceptions and further information about filtering offences can be found in the DBS filtering guide.*

*Ferndown Upper School will conduct online searches of shortlisted candidates. This check will be part of a safeguarding check, and the search will purely be based on whether an individual is suitable to work with children. As care must be taken to avoid unconscious bias and any risk of discrimination, a person who will not be on the appointment panel will conduct the searches and will only share information if and when findings are relevant and of concern.*