SCARISBRICK HALL SCHOOL

Chef

Work Location: Scarisbrick Hall School
Salary: £31,200 pro rata (£27,360 actual)
Contract Type: Permanent
Position Type: Full Time, Term Time Plus 4 Weeks (School Holidays)
Reports to: Catering & Events Manager

About the Role

Scarisbrick Hall School is seeking an enthusiastic, skilled and adaptable Chef to join our catering team.

This is an exciting opportunity for a passionate chef who enjoys creating high-quality desserts, baked goods and pastries while also playing a key role in the preparation, cooking and service of the school's wider food offering.

Working closely with the Head Chef and catering team, you will contribute to all areas of food production, helping to deliver exceptional meals and dining experiences for pupils, staff, parents and visitors. The successful candidate will be a flexible team player who is willing to support colleagues across all kitchen operations and actively contribute to the ongoing development of our catering provision.

Hours of Work

40 hours per week, Flexible, typically between 11:00am and 7:00pm, Monday to Friday.

The successful candidate must be flexible and willing to adjust working hours when required to support school events, functions, operational needs, or staff absences. This may include working earlier shifts and additional hours on occasion.

Key Responsibilities

Food Production & Service

- Support the preparation, cooking and service of main meals, hospitality catering and special event menus.
- Prepare, cook and present a variety of high-quality desserts, cakes, pastries and bakery products.
- Work collaboratively with the Head Chef and wider catering team to develop innovative menus, seasonal dishes and new food concepts.
- Contribute ideas that enhance the overall dining experience and support the school's catering vision.
- Ensure all food is produced and presented to a consistently high standard.
- Prepare food to meet dietary, nutritional and allergen requirements, including allergen-friendly alternatives where necessary.
- Support healthy eating initiatives through the provision of balanced and nutritious menu options.
- Maintain efficient workflow during service periods and assist colleagues across all kitchen sections as required.
- Support catering for school events, functions, open days, hospitality and special occasions.
- Plan and coordinate workload to maximise the efficient use of kitchen equipment, ovens, preparation areas and production capacity throughout the working day.
- Work collaboratively with the Head Chef and wider catering team to schedule production effectively, ensuring equipment and resources are utilised to their full potential while maintaining food quality and service standards.
- Demonstrate flexibility by adapting production plans to support changing operational requirements, helping the kitchen team maintain efficiency during busy service periods, events and functions.

Team Contribution

- Work as an integral member of the catering team, providing support wherever required.
- Demonstrate flexibility by assisting with different areas of food production depending on operational needs.
- Help create a positive, supportive and professional kitchen culture.
- Support the training and development of colleagues where appropriate.

Stock Control & Cost Management

- Use food stock efficiently and minimise waste through effective planning and stock rotation.
- Support stock management procedures, deliveries and routine stock takes.
- Follow recipes, specifications and portion controls to maintain quality and manage food costs.
- Report stock issues and equipment concerns promptly.

Standards, Compliance & Safety

- Maintain excellent hygiene, cleanliness and organisation across all kitchen and food preparation areas.
- Ensure compliance with all food safety, allergen, health and safety, COSHH and fire regulations.
- Follow HACCP procedures and school catering policies.
- Maintain strict controls to prevent cross-contamination and support best practice in allergen management.
- Complete production records and monitoring documentation accurately.

Additional Duties

- Undertake any reasonable duties requested by the Head Chef or Catering & Events Manager.
- Attend training courses, team meetings and professional development activities as required.
- Support school events and catering functions outside normal operating requirements when necessary.
- Promote and safeguard the welfare and wellbeing of pupils in accordance with school policies.

Person Specification

Qualifications

- Professional Cookery, Catering or Hospitality Qualification - Desirable
- Level 2 Food Safety Certificate - Desirable

Experience

- Previous experience working as a Chef, Sous Chef, Cook or Catering Professional - Essential
- Experience producing desserts, bakery and pastry items - Essential
- Experience working within a high-volume catering environment - Essential
- Experience within schools, education, hospitality or contract catering - Desirable

Skills, Abilities & Personal Qualities

- Strong culinary skills covering both savoury and dessert production - Essential
- Passion for high-quality food and excellent presentation standards - Essential
- Ability to work effectively within a busy team environment - Essential
- Flexible and adaptable approach to work - Essential
- Strong organisational and time management skills - Essential
- Ability to work independently and use initiative - Essential
- Positive attitude and willingness to support colleagues - Essential

- Excellent communication and customer service skills - Essential
- Ability to work under pressure and meet deadlines - Essential
- Creativity and enthusiasm for menu development and food innovation - Desirable
- High levels of attention to detail and consistency - Essential

Other Requirements

- Commitment to continuous professional development - Essential
- Sound understanding of allergen management and food safety practices - Essential
- Willingness to support school events and occasional additional operational requirements - Essential

Safeguarding

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Safeguarding training will be given.

Applicants must be willing to undergo child protection screening, including checks with past employers and the Disclosure & Barring Service. The school will conduct this check for you.

How to Apply

Please send your CV and a brief covering email to:
recruitment@scarisbrickhallschool.co.uk