



**JOB ADVERTISEMENT**

**Catering Assistant**  
**Term Time only : 16 hours per week**  
**Hourly Rate : £12.46**  
**[PASS 2 point 3]**

St John Bosco Arts College has a reputation for excellence. Our ethos at St John Bosco Arts College is centred around creating a nurturing environment filled with warmth and respect. It is our aim to foster a setting where both staff and students are encouraged to grow in faith, hope, and love, while providing an ambitious educational experience that prepares our students for future challenges.

The Governors of this successful 11-18 Girls' Catholic Specialist Arts College wish to appoint a highly motivated person to contribute to the ethos of the school and to support the catering under the direction of the Catering Manager. You will assist in the preparation and service of meals and refreshments and undertake associated kitchen duties.

Experience of working within a school environment is desirable. You should have a flexible approach to working patterns and enjoy working as part of a team.

Applications should be completed on the CES application form together with the Recruitment Monitoring Form and returned to Mrs Waters, Executive Assistant to the Headteacher: [watersc@stjohnbosco.org.uk](mailto:watersc@stjohnbosco.org.uk) or sent by post to the college.

*Please note that only applicants who have been shortlisted for posts will be contacted following the closing date.*

As part of the shortlisting, we will carry out an online search as part of due diligence on the shortlisted candidates. This may help identify any incidents or issues that have happened, and are publicly available online, which the college might want to explore with the applicant at interview.

Our school is committed to safeguarding children and has safer recruitment procedures in keeping with DFE statutory guidance. All posts are subject to the required DFE preemployment checks being completed including an Enhanced DBS Certificate. Our recruitment pack contains key safeguarding policies including our code of conduct for staff and volunteers which everyone must adhere to.

**Closing date for applications: 12 noon on Monday, 21<sup>st</sup> October 2024**  
**Interviews: to be confirmed**

**Contact details:**

[www.stjohnboscoartscollege.com](http://www.stjohnboscoartscollege.com)

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