

Creating a haven in which children flourish

We are seeking to appoint a Midday Supervisory Assistant and a Catering Assistant to work with our dedicated midday teams at Lincoln Carlton Academy and Mount Street Academy.

Midday Supervisory Assistant

School: Lincoln Carlton Academy

Hours: 5 hours per week, 12pm to 1pm (Monday to Friday), school term time only

Salary: Grade 2, currently £15,246 to £15,807 pro rata

Contract: Permanent post

Start date: As soon as possible

Catering Assistant

School: Mount Street Academy

Hours: 6.25 hours per week, 12.30pm - 1.45pm (Monday to Friday), school term time only

Salary: Grade 1, currently £15,014 to £15,246 pro rata

Contract: Permanent post

Start date: As soon as possible

Midday Supervisory Assistants are required to:

- Prepare rooms for dining, including setting out tables and chairs.
- Distribute meals and serve water.
- Supervise children during the meal, in the playground, classrooms, corridors, cloakrooms, toilets, etc and escort children between areas where necessary.
- Clear tables and collect rubbish, wash and stack away tables, chairs, water jugs and clean dining area as required.

Catering Assistants are required to:

- Assist with the washing up and associated kitchen duties following the hot dinner service to the children.

We are looking for candidates who:

- Enjoy working with children of primary school age;
- Are passionate about healthy eating;
- Are flexible and can adapt to the changing needs of life in school.

Having the ability to converse at ease with members of the public and provide advice and information in accurate spoken English is essential for the post.

We would love to welcome candidates to visit us at a lunch time. Please contact the school to arrange a date!

Application packs are available to download from our school websites:

www.lincolncarltonacademy.com and www.mountstreetacademy.com

If you have any questions about the post please contact Sarah Middleton at recruitment@lincs-hub.co.uk

The closing date for applications is midnight, Wednesday 24th January 2018. Interviews for shortlisted candidates will take place on Thursday 1st February 2018. If you have not heard from us by Monday 29th January, then on this occasion your application was unsuccessful.

We are committed to safeguarding and promoting the welfare of children and young people and require all staff and volunteers to share and demonstrate this commitment. The successful candidate will have to meet the requirements of the person specification and will be subject to the relevant pre-employment checks which will, where applicable, include a health check, an enhanced DBS check and satisfactory references. Our schools are part of CfBT Schools Trust, which is a charity and a company limited by guarantee. Registered in England & Wales. Company No. [7468210](http://www.7468210). Registered Office: Highbridge House, 16-18 Duke Street, Reading, RG1 4RU.