**Bank Catering Assistant**

Brynawel is the leading residential centre for the treatment of alcohol and drug dependencies in Wales. Based in Llanharan in South Wales located near the M4, Brynawel is set in a lovely rural environment. Brynawel has a unique position as we are the only residential rehabilitation centre in Wales. We offer rehabilitation and treatment services to people resident in and outside Wales. Our grounds and well-equipped centre offer people a safe, personalised and secure treatment option.

We are seeking a Kitchen Assistant to work with our Catering Team.

You’ll join a team that takes a real pride in what they do. You’ll get given every opportunity to progress within a company that invests in its people, celebrates individuality, and rewards and recognises employees who go the extra mile in their service for customers..

Reports to: Chef

Role Type: Bank Worker …………. 2025, Part-Time   
Salary: Real Living Wage (currently £12.60 ph)  
Place of work: Brynawel Rehab, Llanharan Rd, Pontyclun, Rhondda Cynon Taf CF71 9RN

We welcome applications from people who can help us promote equality and diversity in the services we deliver. An interest in the needs of people who experience dependency issues is essential.

To discuss this crucial and highly rewarding role please contact Carole Standfast, via email carolestandfast@brynawelhouse.org

***Information available for applicants***

The information pack being provided to all interested applicants includes the following documentation

✓  Job description and person Specification

✓  Application form and equality monitoring

✓  Organisational Chart

✓  Main terms and conditions

To apply for the vacancy, please email your CV and a covering letter (no more than two pages) to carolestandfast@brynawelhouse.org, outlining your interest in the role and how your skills and experience meet the job description and person specification. Please include ‘Catering assistant’ in the subject line.

Main Duties and Responsibilities

**Key purpose of the job:**

The Chef has overall control of the catering delivered within Brynawel and compliance with CIW regulations.

Main Responsibilities will include:

* Preparing delicious, high-quality food that delights our guests
* Maintaining a high standard of cleanliness of the kitchen and surrounding area
* Ensuring the correct use of all machinery and equipment
* Assisting with the loading or unloading of deliveries and supply vehicles
* Complying with Food Handling & Hygiene standards
* Complying with Health & Safety regulations
* To be available on call as required

Ideal Candidate Our ideal Kitchen Assistant will:

* Demonstrate an ability to manage pressure, prioritise tasks and communicate effectively at all levels
* Be an excellent team player
* Have a committed and organised approach
* Have a desire to succeed in your role
* Possess the ability to work under pressure
* Be flexible to work shifts
* Demonstrate exceptional timekeeping and reliability
* Able to work flexible shifts, including 18 weekends per year.

**Person Specification**

|  |  |  |  |
| --- | --- | --- | --- |
| **Attribute** | **Essential**  The qualities without which a candidate could not be appointed | **Desirable**  Extra qualities which can be used to choose between candidates who meet all the essential criteria | **Evidence**  e.g. application form, interview, in tray exercise |
| **Educational**  **Qualifications** | * Good standard of literacy and numeracy * Possession of current Food Handling & Hygiene standards |  | Application Form  Certificate(s)  Interview |
| **Experience** | * Previous experience of working as a Kitchen Assistant | Experience of deputising in the absence of the Chef | Application Form  Interview |
| **Knowledge** | * An understanding of food Handling & Hygiene standards and Health & Safety regulations |  | Application form  Interview |
| **Skills and Abilities** | * The ability to prep and cook a range of basic dishes under the direction of the Chef. | The ability to plan a rolling 4 week menu | Interview |
| **Personal attributes** | * Excellent all round communication skills and relationship management abilities; * Personal drive, energy, integrity, adaptability and responsibility. |  | Interview |