



Vacancy

Catering Cook and Housekeeping Supervisor

We are seeking to recruit a well organised and motivated individual, with successful experience of managing and working in a kitchen, who takes pride in their own work and that of their team. If you are passionate about our work and providing outstanding customer service, we would love to hear from you.

Hours: 30 hrs per week over 52 weeks a year, including regular evening, weekend, and school holiday work (annualised contract to account for busy and quieter periods).

Salary: £21,119 gross per annum plus 7% employers pension contribution (£25,694 FTE)

Location: Office base at Oxenwood with role working across two sites, Oxenwood Outdoor Education Centre and Linkenholt Countryside Adventure Centre.

Supervisor: Centre Manager and Chief Instructor.

The successful candidate will ensure and manage the efficient day to day operations of the kitchen and housekeeping services across our Outdoor Education Centres; Oxenwood Outdoor Education Centre and Linkenholt Countryside Adventure Centre.

There will be a need for evening, weekend, and school holiday working.

Due to the nature of the work, you will be required to undertake an Enhanced DBS check.

If you would like to find out more about this position, please contact Ed Plank, Centre Manager and Chief Instructor on 01264 731274 or ed@oxenwoodcentre.com . No agencies please.

Closing Date: We do not have a closing date for this role and will instead review applications as and when they are received.

Interviews likely to be: from January 2022

The Job Description, Person Specification and an application form for this role can be found on our website at <https://www.communityfirst.org.uk/vacancies>. Please contact us if you would like a hard copy application form, or if you require any assistance in applying for this post. CVs, with a covering letter describing why you are applying and how your skills relate to the role, will also be considered.

Please send completed applications to Bernadette Lowe, Head of Business Support, at blowe@communityfirst.org.uk or by post to Community First, Unit C2 Beacon Business Centre, Hopton Park, Devizes, Wiltshire SN10 2EY.

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