VACANCY: SENIOR FOOD SERVICES ASSISTANT

Wolfson College is one of the 31 Colleges in the University of Cambridge and provides an academic home for over 900 students aged 21 or above, 200 Fellows, 300 senior members and 100 staff. There are more than 450 residential units on site, housing over 500 residents. The College is the most cosmopolitan in Cambridge which, together with its egalitarian ethos, helps to create a very friendly working environment. Full details of the College are available at www.wolfson.cam.ac.uk

An opportunity has arisen for a Senior Food Services Assistant to join our busy Food Services department. The Food Services department has responsibility for delivering a very high standard of service to all members of the College community. The post holder will possess good organisational skills, be a good team-player with the ability to make decisions, whilst delivering a first class front of house service.

HOW TO APPLY

Please send a completed Wolfson College Application Form and Equal Opportunities Form (available online at https://www.wolfson.cam.ac.uk/about-wolfson/vacancies), with a covering letter setting out your suitability for this post, to arrive by midday, on Friday, 16 December 2022, to: Mrs Sally Cullen (ref. Senior Food Services Assistant)
HR Manager
Wolfson College
Barton Road
Cambridge CB3 9BB
or by email to: jobs@wolfson.cam.ac.uk

You are also encouraged to complete the College’s Equal Opportunities Form. The College values diversity and is committed to ensuring equality of opportunity. We welcome expressions of interest and applications from candidates from all communities and a diversity of backgrounds.

The College has a responsibility to ensure that all employees are eligible to live and work in the UK.

In applying for this role, you will provide personal data which the College will process in accordance with its data protection obligations and Data Protection Policy. Please see https://www.wolfson.cam.ac.uk/about/governance/data-protection/data-protection-statement-job-applicants for further information about how we process your personal data.

TERMS AND CONDITIONS

Salary: £23,942 per annum

Benefits:
- Membership of the NOW:Pensions scheme (www.nowpensions.com), with employer contributions up to 13%
- Death-in-service benefit of two times salary
- Meals on duty
- Free on-site parking
- Uniform
- Use of the College Gym and Library
- Membership of a healthcare cash plan
**Holidays:** 25 days’ holiday per year plus public holidays. Of the 25 days’ holiday, the College schedules 3-4 days in December for all staff, and 5 days in August for Catering staff. Attendance is normally required on public holidays in full term when the Catering department is fully operational, for which alternative holiday is given.

**Days/Hours:** 37.5 hours per week, working a mixture of early, late and occasional split shifts (including evenings). Due to the nature of the role the successful applicant will be expected to work weekdays, weekends and some Bank Holidays on a rota system (5 days out of 7).

**Term of appointment:** The appointment will be subject to an initial probationary period of three months during which the appointment may be terminated by one weeks’ notice on either side. Following the successful completion of the probationary period, the period of notice would be one months on either side.