

**VACANCY**

**COOK / KITCHEN MANAGER**

We are a 60 place nursery currently looking for a cook to work Monday – Friday, 51 weeks per year (though a shorter working week could be considered during holiday periods). The hours of work would be 9am – 5pm.

The role involves the planning, ordering, preparation of morning snacks, cooked lunches and afternoon tea, to carry out all required daily checks, completion of all food records, control of food distribution, heating milk for babies, to temperature probe any brought in lunches by the children, to provide regular tea, coffee and other drinks to the staff and maintaining a high level of hygiene and cleanliness in the kitchen . . . this list is not exhaustive.

The nursery will provide training in food hygiene and safeguarding if required – though ideally any applicant should already hold a food hygiene current certificate.

Any job offer will be dependent upon two satisfactory references and a DBS check being carried out by the nursery.

Because of the nature of this job, it will be necessary for the appropriate level of criminal record disclosure to be undertaken. Therefore, it is essential in making your application you disclose whether you have any pending charges, convictions, bind-overs or cautions and, if so, for which offences. This post will be exempt from the provisions of Section 4 (2) of the Rehabilitation of Offenders Act 1974. Therefore applicants are not entitled to withhold information about convictions which for other purposes are ‘spent’ under the provision of the Act, and, in the event of employment being taken up any failure to disclose such convictions will result in dismissal or disciplinary action. The fact that a pending charge, conviction, bind-over or caution has been recorded against you will not necessarily debar you from consideration for this appointment.

If you are interested in applying for this vacancy, please contact Gina Chamberlain on 01491 681101 or email your CV to : [admin@earlydays-nursery.co.uk](mailto:admin@earlydays-nursery.co.uk)

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