



RADLEY

Food Service Assistant

Radley College, Abingdon, Oxon OX14 2HR

01235 543000

www.radley.org.uk/employment/working-at-radley

Culture and Background

Radley College is an independent full-boarding school of boys situated five miles south of Oxford. We are fortunate to enjoy a stunning rural setting inspired by the nearby city and university. The hallmark of Radley remains its warmth, generosity, and kindness, we work hard to create an environment where boys will be happy, grow in self-confidence, thrive academically, and make the most of the many opportunities we offer.

It is an extraordinarily busy and vibrant place: everyone is encouraged to be fully involved in a wide variety of activities outside the working day, with staff encouraged to see the plays and concerts put on by pupils. Further information about the school may be found on our website www.radley.org.uk.

The Catering Department at Radley College is proud to offer an extensive range of food services across our 200-acre campus. With over 760 students and 550 staff, our facilities operate year-round, seven days a week, ensuring that quality dining is always available. Beyond daily meals, Radley College hosts a variety of functions and conferences, primarily for school events but also open to external clients. During school holidays, we accommodate residential courses, ensuring our facilities contribute to a vibrant community atmosphere throughout the year.

We prioritise top-quality ingredients from trusted local suppliers, ensuring every dish is fresh, flavourful, and sustainable. Our dedication to culinary excellence drives us to uphold the highest standards in sourcing, preparation, and presentation.

We care deeply about the health and well-being of those we serve. Each meal is thoughtfully crafted to be nutritious and well-balanced, supporting a healthy lifestyle and providing essential nutrients for growth and energy.

At the school, food is more than a meal—it's a vital part of daily life, community, and culture. We host themed food days that celebrate important global events and cultural traditions, creating a dynamic dining experience that broadens perspectives and brings the world into our kitchen



Job Overview

We are seeking a motivated and team-oriented Food Service Assistant to join our busy catering team. This is an exciting opportunity to be part of a dynamic environment, delivering high-quality meals and exceptional service to students, staff, and visitors.

As a Food Service Assistant, you will play a key role in supporting the smooth operation of our catering services. From food preparation and service to maintaining high hygiene standards, your contribution will ensure that meals are delivered efficiently and to the highest standards. The role also involves working collaboratively with team members, covering for colleagues during absences, and occasionally assisting at special events or functions.

Key Responsibilities

- Assisting with meal preparation and food service.
- Maintaining cleanliness and hygiene in line with statutory requirements.
- Preparing dining areas and ensuring an excellent presentation of food and service areas.

Radley College is a vibrant community, home to pupils, staff, families, and children. The ideal candidate will be approachable, cheerful, and able to interact with all members of our community in a positive and welcoming manner.



Pay & Benefits

- College sickness scheme.
- 6 weeks holiday per annum
- Pension – contributory group personal pension scheme.
- Death in service benefit (if a member of the pension scheme).
- Reduced membership of the College's sports centre (£50pa) and other sporting facilities, including a nine-hole golf course (£35 pa).
- Employee Assistance Programme.
- Free parking on site.

How to apply

Applications are submitted by following the link on the school's website [Operational Vacancies - Radley College](#)

Selection Process

If shortlisted, you will be invited for interview. Your interview will involve a brief session with our Human Resources department, to undertake a number of identity checks. A list of valid identity documents will be sent to you prior to your interview.

In the event of not being successful, please be assured that all copies of identification will be destroyed.

Safeguarding

Safeguarding is at the heart of all we do in the school.

Radley College is committed to safeguarding and promoting the welfare of its pupils and expects all employees to share this commitment. Employees must, at all times, have regard to the need to safeguard and promote the welfare of children in line with the provisions of the Children Act 2004 and Keeping Children Safe in Education and be fully aware of, and understand, the duties and responsibilities that apply to their role in relation to these requirements.

All employees must attend appropriate training in accordance with College and local Safeguarding Board stipulations. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service. A disclosure, at the enhanced level, will be requested from the successful applicant but a criminal record will not necessarily be a bar to obtaining this position. They will also be required to produce original evidence of qualifications as well as evidence of the right to work in the UK.

