committed to helping everyone live their best life

Working for us is much more than just a job. You'll become one of our own, part of our inspiring Active Tameside family, bound together by a strong sense of belonging which only comes from like-minded people, passionate about helping people to live their best lives.

As an awarding winning and compassionate Charitable Trust, we have your health, wellbeing and happiness at heart, offering excellent training, development and career progression, a host of benefits including a local government pension scheme and free Active Premier membership with access to all 7 of our facilities. Membership includes gym, classes, general swim, spa and exclusive Les Mills virtual classes on our app - all worth £37.29 per month.

So, what are you waiting for? Become part of something different and help us make a difference.

Catering Assistant

Salary:	£23,543.77 p.a pro rata for part-time under 21 years of age £25,977.33 p.a pro rata for part-time age 21+
Location:	Active Medlock
Working hours:	11 hours per week
Contract type:	Permanent
Closing date:	15th November 2026
Interview date:	24th November 2026
Job Reference:	AT297

Rota:

Monday: 5pm – 8pm – 3 hours.
Saturdays: 9.30am – 6pm – 8 hours.

how to apply

To apply for this position please fill out the expression of interest form and return it to **HR@activetameside.com** or Human Resources, Active Tameside, Active Ken Ward, Hattersley Road East, Hattersley, Hyde, SK14 3NL.

Application forms can be found on **www.activetameside.com/job-vacancies** or email **HR@activetameside.com**. For help or advice in completing the application form please contact Human Resources on 0161 366 4814.

job description

As a Catering Assistant you will form an integral part of the catering team and to assist in delivering an efficient and effective service in relation to basic food handling. To contribute towards providing the utmost in terms of customer service and working to do all you are able to ensure customers continue to use services.

role profile

Role Title:	Catering Assistant
Grade:	A
Date:	October 2021
Responsible to:	Catering Manager

Accountabilities:

All our roles play a key part in delivering our strategic themes to achieve our goals:

1. Contribute towards achieving a positive culture in delivering our dynamic and life enhancing strategy and outcomes. Build positive and effective relationships with customers, colleagues, partners and key stakeholders.

2. To carry out food preparation, simple cooking of food from the menu and serving of the meals to correct portion control to meet the standards for the catering service.

3. To comply with the Health and Safety at Work Act, ensuring all catering areas are cleaned to the highest standards and maintained in a safe and hygienic condition. To supervise and control facility users in accordance with the Codes of Safe Working Practice

4. To comply with HACCP, cash handling, stock control and taking an active part in any unit of sales promotions.

5. Be a flexible and proactive team member who inspires improvements and developments in people, performance and processes. To inspire a "best in class" approach in representing our brand internally and externally.

6. Live and breathe the vision and values of Active Tameside in a customer focused way to drive us to be the best that we can be. To lead by example and to be an active role model in delivering our policies and procedures.

Requirements:
Our recruitment process will include you demonstrating these requirements from your application form, interview and/or assessment(s):

Knowledge

Basic Food Hygiene

Knowledge in commercial catering operations/practices

Knowledge and understanding of Health and Safety procedures

Knowledge of HACCP

Relevant catering qualification (s

Hold a recognised Driving license.

Experience

Experience in food/beverage preparation/presentation/hygiene practices

Experience of dealing with customers

Experience of cash handling

Operation/use of commercial kitchen equipment/machinery

Experience in use of cleaning machinery/techniques

Skills

Ability to manage without direct supervision and make effective decisions in complex circumstances

Effective communication skills and the ability to communicate information to employees and customers

Excellent organisational and planning skills

Ability to work under pressure

Be willing to commute between the Trusts facilities

Willingness to work flexibly when required

Essential Criteria – in bold *Desirable Criteria – in italics*

ACTIVE TAMESIDE

our employee lifecycle



Hire me	Provide a job role that enables me to utilise my unique talents ensuring individuals are fit for purpose and success.
Develop me	I am supported by managers that will help me develop as an individual to be the best I can be.
Manage my performance	Provide an environment that promotes continuous learning and development. Managers and employees are clear on their mutual expectations and managers provide helpful and constructive feedback.
Engage and motivate me	I am able to participate in decisions that affect me and my team. And concerns I have are dealt with urgently with any issues dealt with sensitively and with emotional intelligence.
Thank me	My time and extra effort are recognised and appropriately rewarded. Leaders and managers show respect for my time.
Wish me farewell	My feedback is appreciated and may enable continued improvements in the workplace for others.