



## BLOXHAM SCHOOL VACANCY INFORMATION FOR: **CAFE BARISTA**

*Bloxham School is an independent, co-educational boarding and day school for boys and girls aged 11 to 18 situated in north Oxfordshire. We are proud to boast state-of-the-art facilities for academic work, sport, technology and the arts on a modern, single-site campus. With around 500 students, Bloxham is small enough to ensure that each student receives individual attention, yet large enough to offer every opportunity a school twice its size could deliver. Our flexible approach to boarding responds to the demands of modern family living, with all our students joining us as either boarders, day boarders or day students.*





## JOB DESCRIPTION

Bloxham Enterprises Ltd. are looking to appoint a passionate Cafe Barista to join our café. The ideal candidate has a positive attitude and enjoys working with people. You will set the scene for a relaxed chit-chat with family and friends over handpicked specialist coffees, teas and some lovely food.

- Customer experience - ensure each and every one of our customers have a memorable visit by enjoying our delicious food and drink offerings.
- Respond to orders and questions in a polite and efficient manner.
- Interact with customers.
- Receive and process customer payments.
- Be responsible for making a variety of hot/cold drinks, taking food orders, an understanding of food allergy and awareness as we offer a variety of traditional, healthy, vegan and vegetarian options.
- Maintain a clean work station and seating area.
- Be equally comfortable in a school setting, around pupils and ensuring the safeguarding of pupils, as well as a commercial public environment.
- Help to grow the White Lion brand in an idyllic setting.

## KEY INFORMATION

**Start Date:** ASAP

**Accountable to:** Cafe Manager

**Working Hours:** Part time, zero hour contract. This role will predominately be for Saturdays with flexibility to cover week days if required.

**Salary:** £11.46 per hour

## BENEFITS

- Free parking on site
- Access at no charge to the School's sporting, swimming and fitness facilities, including gym and tennis courts
- Strong, supportive staff community with a school counsellor available
- Opportunities for continuous professional development





## PERSON SPECIFICATION

### Essential Criteria:

- Experience of working in a catering service, cafe or small restaurant
- Excellent customer service and a commitment to customer satisfaction
- To be well organised, positive and friendly
- To be happy to work weekends
- To be punctual and have consistent attendance
- Comfortable with working busy shifts

### Desirable Criteria:

- Barista trained
- Food Hygiene and COSHH understanding (training can be provided by the School)

## HOW TO APPLY

To apply for this role please complete the Bloxham School support staff application form. Applications will be assessed upon receipt, and we reserve the right to interview and appoint prior to the closing date.

Therefore, an early application is strongly advised.

For further information please visit the Bloxham School website. If you have any queries, please contact the HR Department on 01295 724379 or at [recruitment@bloxhamschool.com](mailto:recruitment@bloxhamschool.com).

We look forward to receiving your application.

## SAFEGUARDING

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Applicants will be required to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS). The School may carry out online searches on shortlisted applicants and all applicants will be required to provide details of their online profile, including social media account names/handles, as part of their application.

The safeguarding responsibilities of the post include:

The post holder's responsibility will include promoting and safeguarding the welfare of children and young persons for whom s/he is responsible, or with whom s/ he comes into contact. The post holder will be required to adhere to and ensure compliance with the School's Child Protection Policy at all times. If, in the course of carrying out the duties of the post, the post holder becomes aware of any actual or potential risks to the safety or welfare of children in the School, s/he must report any concerns to the School's Designated Safeguarding Lead.

The post is exempt from the Rehabilitation of Offenders Act 1974. The School is therefore permitted to ask job applicants to declare all convictions and cautions on a self- declaration form in advance of attending an interview (including those which are "spent" unless they are "protected" under the DBS filtering rules) in order to assess their suitability to work with children.