



# ClwydAlyn

*Department: Catering*

## Job Overview

# Catering Assistant

Zero Hour

- Rate of pay: £12. per hour ( there will be a pay increase from 1<sup>st</sup> of April 2025)
- Location: Penrhos Polish Village, Pwllheli
- Expected working days and hours: Saturday and Sunday – 8am – 2pm
- Due to the location access to your own transport would be advantageous.



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## Job Overview

# Catering Assistant

Department:	Catering
Salary	£12.ph
Location:	Penrhos Polish Village, Penrhos, Pwllheli, LL53 7HN
Hours:	Zero hours, expected hours 8am – 2pm
Days of work	Saturday and Sunday
Job purpose:	About the role

We are currently looking for a Zero Hour Catering Assistant to join our team at Penrhos Polish Village. In this role, you will play an essential part in delivering high-quality meals to our residents, ensuring that their dietary needs and preferences are met with care and attention.

Your responsibilities will include food preparation, serving meals, maintaining cleanliness in the kitchen, and working closely with the catering team to provide a warm and welcoming dining experience.

This flexible role is perfect for someone looking to work varied hours while making a real impact in a supportive and rewarding environment.

### Skills and Qualifications:

- Previous catering experience would be an advantage.
- Although not essential, due to the location of work and limited public available, having your own transport would be an advantage.

This role requires an Enhanced Disclosure & Barring Service (DBS) check which we pay for.

Apply at [clwydalyn.co.uk](https://www.clwydalyn.co.uk)



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## Job Overview

# Catering Assistant

### Is this role right for you?

This role is ideal for someone who enjoy working in a fast-paced kitchen environment and take pride in delivering high-quality service. As a Catering Assistant, you should have strong teamwork skills and be able to follow instructions efficiently to support the chef or cook.

Attention to detail is essential, particularly in food preparation, hygiene, and safety procedures. You'll need good communication skills to interact with residents and colleagues, ensuring their needs are met while maintaining a positive and friendly attitude.

Flexibility is key, as the role involves working mostly weekends and potentially unsociable hours. If you are reliable, organized, and enjoy contributing to a clean, safe, and welcoming dining experience, this could be the perfect role for you.

### About Penrhos Polish Village

At Penrhos Polish Village , we are dedicated to providing compassionate care and a welcoming environment for our residents. It is a unique and vibrant community offering independent living and support services for older people. With a rich history and a strong sense of belonging, our village provides a nurturing home for our residents, ensuring their comfort, dignity, and well-being.

### Why Join ClwydAlyn?

As part of ClwydAlyn, you'll be working for an organisation that truly values its people. We are a dedicated housing association committed to tackling poverty, promoting inclusion, and delivering high-quality care and housing services across North Wales. Our core values drive everything we do:

- Trust - We act with integrity and are accountable for our actions.
- Hope - We inspire people to see new opportunities and make a difference.
- Kindness - We show compassion and respect to all.



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## What We Offer

When you join ClwydAlyn at Penrhos Polish Village, you become part of a team that supports and values you. Our benefits include:

- Excellent holiday entitlement
- Company pension scheme - up to 8%
- Comprehensive training and development opportunities
- Employee assistance program for well-being support
- A friendly, inclusive, and rewarding work environment
- Opportunities for career progression within ClwydAlyn

## Who We're Looking For

We are looking for dedicated and compassionate individuals who are enthusiastic about making a difference in the lives of our residents.

If you want to be part of a team that truly cares and helps create a warm, supportive community, then Penrhos Polish Village is the perfect place for you!

## Main Responsibilities

- Ability to ensure that the food is delivered to the restaurant in a correct and safe manner.
- Ability to assist the chef / cook/ cook in charge, ensuring that food supplies are received in good condition and stored properly.
- Maintains work areas in a clean, orderly and safe condition. Assists in recording information/documentation required for the Safer Food Better Business file and internal systems(i.e wastage)
- At all times work alongside other members of staff to ensure that the residents needs are met.
- Ability to feedback resident requests, to the chef / cook regarding menu suggestions and/or compliments and complaints.
- Ensure that equipment and utensils are in proper and safe operating condition.
- Follow supervisor and manufactures' instructions in operation and use of all equipment and chemicals i.e. COSHH.
- To handle any financial transactions under the instruction of a supervisor.
- Ability to work in a flexible manner on the scheme's rota. Some of which may be unsociable.



As well as a free meal every day for all staff, other benefits include:



## Health benefits

We offer a range of health related benefits including a Cycle to Work scheme, Eye Care scheme and Health Care Cash Plan.

We also offer a free and confidential counselling service to all staff.



## Annual Leave

We offer 25 days plus bank holidays increasing to 30 days after 5 years' service.

Additional flexibility to buy and sell up to 5 days annual leave (pro rata).



## Enhanced sickness pay

Enhanced sickness pay after 1 years service rising to a maximum of 3 months full pay, 3 months half pay.

In serious and life threatening situations we agree support on an individual basis.



## Dedicated Wellbeing Support

We know that fostering high levels of wellbeing is good for people, the organisation and the communities we work within. We are committed to creating positive, flexible working environments where individuals and communities can thrive.

We have a dedicated Workplace Wellbeing Team and we provide a wide range of support and wellbeing-related benefits to support good mental, physical and social wellbeing.



## Families are important

We offer 4 months full pay and 5 months half pay when on Maternity, Adoption or Shared Parental Leave.

We also offer an agile and flexible working environment to support families and carers.



## Pension

Defined Contribution pension scheme with matched contributions (up to 8%) and death in service benefit 3 times your salary.



## Financial wellbeing and support

We offer a range of support including access to savings and loans through a credit union, access to support from our in-house Welfare & Money Advice Team and access to a free lunch for all staff.



## Learning & Development

Investing in the personal development of staff to reach their potential is our priority.

Through formal training, on the job learning, coaching and mentoring, we provide a learning environment that is supportive for each person to build skills that will help them be great in their job today but also enable them to grow a career with us for the future.

# How to apply?



You can What's app your CV, Audio note or Video by using the number 07881837177

or email [recruitmentca@clwydalyn.co.uk](mailto:recruitmentca@clwydalyn.co.uk)

You can also apply online by visiting our website [www.clwydalyn.co.uk/work-for-us](http://www.clwydalyn.co.uk/work-for-us)

Come have a conversation with us, we look forward to hearing from you!

Good luck!

