



## Further Particulars

### Food Service Assistant

<b>Job Title</b>	Food Service Assistant
<b>Term of contract</b>	Open-ended
<b>Responsible to</b>	Catering Manager/Head Steward
<b>Working with</b>	Hospitality Team, Catering Team
<b>Department</b>	Domestic Bursary - Hall
<b>Hours of work</b>	Variable Hours as agreed by the College and the employee (mornings, evenings and weekends)
<b>Holidays</b>	29 days holiday plus bank holidays (pro rata).
<b>Meals</b>	Whilst on duty and when the kitchens are open.
<b>Pension Scheme</b>	Automatic enrolment into the Contributory Pension Scheme
<b>Pay</b>	£9.90 per hour; paid monthly
<b>Probationary Period</b>	3 months
<b>Expected Start date</b>	As soon as possible
<b>How to apply</b>	<p>Please complete the application form available from our website <a href="https://www.univ.ox.ac.uk/jobs-at-univ-2/">https://www.univ.ox.ac.uk/jobs-at-univ-2/</a> and email to: <a href="mailto:hr.admin@univ.ox.ac.uk">hr.admin@univ.ox.ac.uk</a> or post to:            HR Coordinator, University College, High Street, Oxford, OX1 4BH</p> <p><i>Right to work:</i> All applicants must be eligible to work in the UK and will need to bring proof to the interview.</p>

*University College is an equal opportunity employer.*

**Data protection:**

All personal information will be treated in accordance with the principles of the GDPR and related UK data protection legislation. If appointed, your application information will be retained securely as part of your confidential staff record. University College Privacy Policy & Information on how Univ uses your data can be found on <https://www.univ.ox.ac.uk/policy-documents/>