



RADLEY

# Dining Hall and Food Services Supervisor

Radley College, Abingdon, Oxon OX14 2HR  
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[www.radley.org.uk/employment/working-at-radley](http://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](http://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 765 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.



# The Role

We are excited to offer an opportunity for a Dining Hall and Food Services Supervisor to join our busy and dedicated Catering Department at Radley College. We are seeking a friendly, reliable individual with a good sense of humour, who enjoys working as part of a team. The main responsibility of this position is to supervise the dining hall and Food Counter team, ensuring the smooth running of the servery area on a day to day basis.

This is a full-time position working 42.5 hours per week, 5 days out of 7. There will be evening and weekend working included.

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.

# How to Apply

Applications must be submitted via our online application form. We encourage early application and reserve the right to appoint at any time.

## 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.



# Staff 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.

# Safeguarding

Radley College is committed to safeguarding and promoting the welfare of children and young people and expects all employees and volunteers to share this commitment and be fully aware of, and understand, the duties and responsibilities that apply to their role. 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. The post is exempt from the Rehabilitation of Offenders Act 1974 and the school is therefore permitted to ask 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. 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. S/he will also be required to produce original evidence of qualifications as well as evidence of the right to work in the UK.

