



CATERING ASSISTANT

Reporting to: Catering Assistant

Salary: £13.45 per hour

Location: Vault Youth Zone,
Tithebarn Street, Preston,
PR1 1DN

Hours: 9 hours per week / Saturday 15:45 -
21:15 & Sunday 10:45 - 14:15

BENEFITS

- Pension
- Access to our employee assistance programme
- Gym access (outside of operational hours)
- Uniform

APPLICATION DETAILS

Dated posted 28/08/2026

Closing date 11/09/2026

Interview date 18/09/2026

How to apply Please fill out our application form and send to
Recruitment@vaultyz.org

ABOUT VAULT



Vault Youth Zone is a safe space for young people aged 8 to 19, or 25 with additional needs, to grow, create, connect, and thrive. Located in Preston City centre opposite the bus station on Tithebarn Street, young people can access a huge range of exciting spaces from football & our climbing wall to our art studio & music and recording facilities.

WHAT IS THE ROLE?

As a Catering Assistant at Vault Youth Zone, you'll be at the heart of creating a warm, welcoming space for young people. You'll play a key role in our vibrant café — cooking up tasty, healthy dishes for just £1 and serving them with a smile, making sure every young person feels at home. It's about more than just food; it's about being a friendly face, offering support, and helping to create a space where young people can relax, connect, and thrive.

WHAT WILL I BE DOING?

- Prepare and serve a range of hot and cold food and drinks for young people, staff, volunteers and visitors.
- Follow recipes, portion sizes and presentation standards to ensure food is consistent and of good quality.
- Maintain high standards of food hygiene, cleanliness and personal hygiene at all times.
- Follow all food safety procedures, including temperature checks, cleaning schedules, stock rotation and safe food storage.
- Follow allergen procedures, ensuring allergen information is accurate and communicated appropriately.
- Ensure food is prepared and served safely to meet the needs of young people with dietary requirements.
- Operate catering equipment safely and report any faults or hazards immediately.
- Keep the kitchen, café and food service areas clean, tidy and organised throughout each shift.
- Complete cleaning duties, including equipment, preparation areas, floors and other kitchen surfaces.
- Check deliveries and stock, ensuring food is stored correctly and stock is rotated using FIFO (first in, first out).

WHAT WILL I BE DOING? (CONT)

- Monitor stock levels and report any items that need ordering or replacing.
- Minimise food waste and help maintain good value and portion control.
- Provide friendly, welcoming and professional customer service to young people, staff, parents, visitors and other customers.
- Support the wider Youth Zone team with events, activities and special catering requirements.
- Work effectively as part of the catering team and support colleagues during busy periods.
- Follow Vault Youth Zone's policies and procedures, including health and safety, food safety and safeguarding.
- Help create a safe, welcoming and inclusive environment for all young people using the Youth Zone.
- Remain alert to any concerns about a young person's welfare, behaviour or safety.
- Report any safeguarding concerns immediately to the appropriate member of staff in line with Youth Zone procedures.
- Handle cash and cashing up following the correct procedure.

PERSON SPECIFICATION

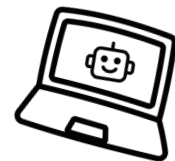
- You'll be someone who loves working with people and takes pride in creating a welcoming, positive atmosphere.
- You'll be friendly, approachable, and patient, with a genuine passion for supporting young people and making a difference in their lives.
- You'll enjoy working in a busy kitchen environment, preparing simple, healthy meals and snacks while keeping things clean, safe, and well-organised.
- Whether you're cooking, serving food, or chatting with young people, you'll bring energy, enthusiasm, and a caring attitude to everything you do.
- You don't need to be a professional chef — what matters most is your willingness to learn, work as part of a team, and go the extra mile to ensure every young person feels valued and at home.
- You must be able to work on your own initiative.



OUR VALUES

Our Mission

To enable young people to unlock their potential by providing a safe, vibrant space where they can grow, connect and thrive



Our Vision

Unlocking Potential

Empowering Futures



Our Values

Be Kind

Show Respect

Get Curious

