



<b>Job Title:</b>	Food Service Worker / Kitchen Assistant	<b>PP-SRS-GRD:</b>	C-7408-02
<b>Location:</b>	RAF Mildenhall	<b>Vacancy Number</b>	137826
<b>Open Date:</b>	27 March 2024	<b>Close Date</b>	Open Until Filled
<b>Work Hour Per Week</b>	39.00 hours per week	<b>Salary (Per Hour)</b>	£11.78

**NOTE: Several vacancies may be available - multiple selections can be made from this announcement**

#### **Main Purpose**

We are currently seeking a highly skilled and motivated individual to join a premier team of Food Service Workers at the 100 Force Support Squadron, Royal Air Force Mildenhall, United Kingdom.

The 100th Force Support Squadron is seeking a person who will perform a variety of food preparation, presentation, serving and other food related work in support of the dining facility. Duties also include responsibility for cleaning and sanitizing the kitchen and all equipment following established procedures and performing cashier duties as required.

If you're looking for a challenging, gratifying career supporting the US Visiting Forces in the United Kingdom -- this job is for you; apply today!

#### **Knowledge and Experience Required**

*Applicants must demonstrate the following:*

- Knowledge of food service sanitation standards including procedures to prevent contamination, spoilage, and waste.
- Knowledge of special procedures in preparing food from standardized recipes for regular and modified menus, food terminology, and serving information.
- Knowledge of food service safety regulations, practices, and procedures.
- Knowledge of basic arithmetic in order to count number of tables/trays required, to determine number of servings a container will yield, and to count change when required to perform cashier duties.
- Skill in the use and maintenance of kitchen tools and food service equipment such as knives, mechanical dishwasher, and powered cleaning equipment.
- Ability to organize food service work in a logical sequence, execute tasks quickly and accurately, and meet strict meal schedules.
- Ability to interpret food service instructions, specifications, portion control cards, menus, diet cards, and standardized recipes. Ability to read and understand simple signs, names of food items, and instructions.

### **Other Important Information**

- Hours of work: Shift work between the hours of 05:00 – 20:00. Start & end times may be modified due to mission needs and in accordance with organization's flexible working policies.
- Will be required to handle and safeguard sensitive information in accordance with applicable US and UK laws, rules, and regulations.
- Must obtain and maintain the appropriate security clearance.
- May be assigned other duties that are appropriate to the grade and skill set of the employee.
- May be required to travel by military and/or civilian aircraft in the performance of official duties or attend necessary training. Position may be coded as mission essential.
- A 6-month probationary period will be required.
- Overtime may be required.
- May be required to travel overnight to US or other countries in the performance of official duties or attend necessary training.

### **Other significant facts pertaining to this position are:**

1. Pre-employment physical is required for this position. Must be able to lift or move objects weighing up to 40 pounds unassisted, and occasionally lift or move objects over 40 pounds with assistance.
2. May be required to work rotating shifts.
3. Required to use/wear appropriate uniform, safety and sanitation equipment.
4. Required to possess Food Handler's License or meet health screening requirements
5. Emergency overtime may be required.
6. May be required to attend Quality Improvement Training and to participate in section Quality Improvement Teams and data collection efforts.
7. May be required to travel by military and/or civilian aircraft in the performance of official duties or attend necessary training.
8. May be assigned other duties that are appropriate to the grade and skill set of the incumbent.
9. Position may be coded as mission essential.
10. Will be required to observe US Federal Holidays in lieu of UK Bank Holidays

### **Benefits**

- 22 days Annual Leave + 8 US Bank Holidays, Annual Leave year-to-year carryover in accordance with program policy
- Paid Sick Leave; year-to-year carryover in accordance with program policy
- Pension Scheme
- Life Assurance Scheme
- Employee Assistance Program (EAP)
- Free on-site parking
- Discounted or free food subject to conditions.
- Specialized Training provided throughout entire period of employment
- Development opportunities available
- Time off, cash and honorary awards and recognition available for significant contributions and consistent high performance
- Free access to on-site gym facilities

### **Who Can Apply**

- Citizens of the UK, Nationals of European Community (EC) Countries, and Commonwealth Citizens, other Foreign Nationals, and Stateless persons provided no restrictions have been imposed as a condition of continued residency in the UK.
- Applicants who have a minimum of five years consecutive residency in the UK are considered for this position; however, those who do not meet this criterion will be considered on a case-by-case basis. All successful applicants will require a security clearance.
- Please note pre-appointment security clearance requirements may delay start date.
- Proof of identification in the form of a photo ID will be required, for example a driving license or current passport.
- This position may have certain restrictions to US citizens due to the Status of Forces Agreement. For additional information contact the LNDH team on 01638 544955.

### **How To Apply**

Interested candidates must complete an application form obtainable from the Civilian Personnel Website;  
[https://www.mildenhall.af.mil/Portals/9/documents/civ\\_pers/AFD-150724-024.pdf?ver=2016-04-28-085219410](https://www.mildenhall.af.mil/Portals/9/documents/civ_pers/AFD-150724-024.pdf?ver=2016-04-28-085219410).

All applications must submit the following documents via email to [100fss.fsmc6@us.af.mil](mailto:100fss.fsmc6@us.af.mil) and received prior to the closing date to be considered for the position.

### **Required Documents**

- LNDH Application
- Curriculum Vitale and/or Resume

### **Optional Documents**

- Transcripts
- Certifications
- Letters of Recommendation
- Right to Work Documentation

### **Equal Opportunity Employer**

There will be no discrimination in employment practices based on gender, age, marital status, disability, race, nationality, religion or beliefs, sexual orientation, being or not being a member of a trade union.

