

PERSON SPECIFICATION

JOB TITLE: **General Assistant**

GRADE: **GR1**

Method of Assessment (MOA):

AF = application form

I = Interview

T = Test/Exercise

P = Presentation

CRITERIA	ESSENTIAL	MOA
Education/ Qualifications <i>NB Full regard must be paid to overseas qualifications</i>	Must hold a Level 2 certificate in Food Safety (Training Will Be given).	AF/I
Experience <i>(Relevant work and other experience. Paid and unpaid)</i>	Must have some general knowledge of catering and the ability to work as part of a team.	AF/I AF
Skills and abilities (eg written communication skills, dealing with the public)	- Ability to receive and follow instructions, and able to work to a daily service schedule. - Demonstration of ability to work in an environment working with children. - Awareness of basic food hygiene standards, as well as a common sense towards personal Health & Safety, and a tidy, professional appearance and manner.	AF/I AF/I/T AF/I
Training	Willingness to undertake formal training to achieve Food Safety Level 2	AF/I
Other	- A willingness to undertake any training appertaining to the post identified under the personal development scheme. - Must be willing to work in a developing and pressured environment in order to meet the needs of the academy	AF/I AF/I