

Person Specification

Cook



Factor	Essential	Desirable	Assessment*
Qualification	<ul style="list-style-type: none"> Intermediate Food Hygiene and Safety Certificate City & Guilds 706/1 & 2/NVQ II in food preparation or equivalent 	<ul style="list-style-type: none"> Evidence of continuous and commitment to further professional development Diploma in Food Hygiene and Safety Diploma or degree in Catering Management Certificate in First Aid 	A, I, D
Experience	<ul style="list-style-type: none"> Relevant experience of working in a busy kitchen/mass catering Ability to plan healthy menus and deliver quality food Proven food preparation techniques Strong and demonstrable experience in providing first class customer care A working knowledge of book work and stock management Experience of managing an overall catering budget Ability to use technology effectively 	<ul style="list-style-type: none"> Experience of managing a team in an educational establishment Knowledge and understanding of School Food Standards Experience of catering for special dietary needs 	A, I, R
Skills and Knowledge	<ul style="list-style-type: none"> The statutory requirements of legislation concerning Equal Opportunities, Health & Safety and Child Protection Ability to prioritise and organise both own and others workloads Ability to work independently, using your own initiative Excellent time management and organisational skills Ability to work under pressure whilst remaining calm Ability to work to deadlines Ability to maintain good relationships within the staff team Ability to communicate effectively with a wide range of people including colleagues, pupils, parents, governors and suppliers 	<ul style="list-style-type: none"> Knowledge of School Food Standards Knowledge of educational sector Knowledge of local suppliers 	A, I,
Personal Attributes	<ul style="list-style-type: none"> Innovative and creative in their thinking Good problem solver Resilience Reliable Motivated to succeed Energy, enthusiasm and a sense of humour Keen attention to detail Flexible, prepared to respond to requests at short notice A commitment to developing their own skills and professional development A commitment to school development 	<ul style="list-style-type: none"> Able to successfully implement changes Willingness to participate in and support the life of the school Commitment and enthusiasm for environmental issues 	A, I, R

*Assessment Method – details how the criteria will be assessed

A = Application Form, **I** = Interview, **R** = References, **D** = Documentary Evidence