

CATERING ASSISTANT PERSON SPECIFICATION

	Criteria	Essential	Desirable	Application Form	Certificates	Selection Process	Reference
Qualifications	Food Hygiene Certificate		√	√	√		
	Good standard of education, particularly in English and Maths		√	√	√		
Skills and Experience	Experience of working in a catering environment		√	√			
	Experience of serving a range of good quality food		√	√			
	Experience of dealing with customers on a regular basis and providing excellent customer care		√	√			
	Record of good time management skills and ability to prioritise work effectively	√				√	
	Knowledge and procedures for dealing with special dietary requirements and allergens		√	√			√
	Ability to relate well to students and adults in a work environment.	√				√	
	Ability to meet targets and deadlines and prioritise a workload of self and others to manage a variety of activities concurrently.	√				√	
	Flexible approach to duties/hours	√				√	
	Attend training courses as and when required	√				√	
	Experience of using a till system		√			√	
	The ability to demonstrate respect for diversity and to promote equal opportunity for all and inclusion.	√				√	√
	Knowledge of operating a range of catering equipment		√			√	
Other	An appreciation and commitment to Health and Safety issues in the workplace	√				√	
	An awareness of the importance of personal hygiene in a catering environment	√				√	
	A helpful, calm, and organised manner.	√				√	