



Person Specification

When filling in the application form, please demonstrate with clear, concise examples how you meet the requirements of the post. You will be assessed in relation to the Essential and Desirable criteria. Please bear in mind that you must possess the essential criteria on day 1 to be able to do the job. If there are large numbers of applicants for the post, then all of the criteria will be used for shortlisting.

Under the Disability Discrimination Act (DDA), we recognise and welcome our responsibility to remove any barriers in our recruitment and selection process. We have tried to assess this in our Job Description and Employee Specification, however if you feel that there are barriers, please tell us in the application form. As part of the DDA we are committed to making reasonable adjustments wherever possible and it would help us to know your needs in order to do this.

Post Title: Catering Tutor		Directorate / School: Forest Moor School	Grade / Scale: Instructor H-SCP18-23 +SEN	
Criteria No.	Attributes	Criteria	How Identified	Rank
1.	Relevant Experience and Knowledge	Proven experience working within a professional kitchen, café or similar catering environment	Application Form / Interview	Essential
2.		Experience planning and delivering catering training programmes	Application Form / Interview	Essential
3.		Experience supervising, mentoring, and supporting a group of Individuals	Application Form / Interview	Essential
4.		Strong understanding of health and safety food safety standards and risk management in a kitchen	Application Form / Interview	Essential
5.		Strong working knowledge of HACCP principles to safely manage food preparation, storage and cross-contamination risks	Application Form / Interview	Essential
6.		Clear understanding of COSHH regulations regarding the safe use, storage and handling of chemical cleaning products within a kitchen environment	Application Form / Interview	Essential

7.		Experience working within an educational or college setting, particularly with traditionally under-represented or vulnerable student groups	Application Form / Interview	Desirable
8.		Experience managing budgets, monitoring expenditure/income and identifying external funding streams	Application Form / Interview	Desirable
9.	Education and Training Attainments	Relevant vocational qualification in Catering/Hospitality (e.g., NVQ Level 3 or equivalent)	Application Form / Interview	Essential
10.		Food Hygiene/Food Safety Certification	Application Form / Interview	Essential
11.	Skills and Abilities	Ability to coordinate vocational activities, lead support staff and assist with identifying training needs	Application Form / Interview	Essential
12.		Excellent interpersonal skills with the ability to build networks with external organisations and make presentations to committees or community groups	Application Form / Interview	Essential
13.		Strong capability to maintain accurate records of participation, performance and prepare progress reports	Application Form / Interview	Essential
14.		Passion for engaging pupils in practical, hands-on learning environments	Application Form / Interview	Essential
15.		Highly motivated, organised and focused on delivering safe, effective and enjoyable programmes	Application Form / Interview	Essential
16.		Commitment to promoting equity, diversity and inclusion	Application Form / Interview	Essential