

## Person Specification - Kitchen Assistant

***E = Essential***

***D = Desirable***

***How identified: Application Form = (AF); Interview = (I); References = (R)***

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### ***Qualifications and Experience***

1. Basic level of education (AF)
2. Experience of serving customers at the counter/hatch or from a trolley, counter or kiosk as required (AF) (I)
3. Experience of all aspects of cleaning equipment (light and heavy), walls (up to 6ft.) floors, fixtures and fittings, cooking utensils, cutlery, glassware etc. (I)
4. Experience of the preparation and cooking of simple food & beverages (AF) (I) (R)

### ***Ability, Skills, Knowledge***

1. Knowledge of health and safety and good hygiene practice in the kitchen through the holding of a current Level 2 award in Food safety and Hygiene (AF) (R )
2. The ability to follow procedures and maintain high standards of cleanliness
3. Reliability, good time management, organisational and communication skills (with both students and staff) (R)
4. Personal hygiene and cleanliness (I) ( R )
5. The ability to work in a clean, tidy and methodical manner.
6. Physical capability for the role, including lifting, pushing, carrying, standing for long periods of time
7. Awareness and acceptance of the school's equal opportunities policy (I)
8. Work flexibly and share in workloads, particularly during periods of pressure (R )
9. The ability to stay calm, positive and efficient when working under pressure.
7. Be able to carry out all duties to a very high standard ( R )
8. Commitment, enthusiasm and flexibility, with a positive approach to teamwork. Ability to work as part of a team or individually as required (E) (I) (R)
9. The ability to work constructively with other staff and build good rapport with and demonstrate an understanding of children, young people and adults. (E) (I)
10. Ability to contribute positively to the life of the school (E) (AF) (I)
11. Ability to adapt to changing and conflicting demands, strong multi-tasking skills (E) (I) (R)
12. Ability to adhere to the school's policies and procedures and most importantly the equal opportunities policy, child protection policy and all health & safety related policies (E) (I)