

## PERSON SPECIFICATION – Catering Assistant

Knowledge	Essential	Desirable
<i>Education &amp; Qualifications</i>	Satisfactory numeracy and literacy skills.	Level 2 Food Safety & Hygiene Certificate – or a willingness to study for this.
<i>Knowledge and Skills</i>	<p>Knowledge of relevant Health and Safety and food hygiene regulations and how they apply in a school environment, with particular reference to a school canteen</p> <p>Knowledge and understanding of COSHH guidelines</p> <p>Able to lift, carry, push and/or pull loads weighing up to 10kg</p> <p>Able to cope with exposure to extremes of temperature</p> <p>Good level of fitness (due to physical nature of the job) able to stand for long periods, bend, stretch, twist, kneel, squat</p> <p>Good level of flexibility and dexterity</p> <p>Good organisational and planning skills, able to work on own initiative with minimal supervision</p> <p>Sufficient ICT knowledge and skill to complete online training courses successfully.</p>	
<i>Qualities</i>	<p>Appropriately motivated to work with/alongside children and young people</p> <p>Ability to relate to staff and students in a friendly and professional manner</p> <p>Ability to form and monitor appropriate relationships and personal boundaries with children and young people</p>	

	<p>Able to work efficiently and supportively as a member of a team, sharing workloads and covering for other staff as required</p> <p>Able to cope with periods of pressure, responding positively to changing tasks and working efficiently to meet deadlines</p> <p>Flexible and positive, with a 'can-do' approach</p> <p>Self-motivated to do the job well</p> <p>Able to demonstrate good attendance and reliability</p> <p>Willing to take personal responsibility for standard of work carried out and to accept and respond to advice or direction on ways of working with a positive attitude</p> <p>Awareness of the need for discretion and respect and able to maintain confidentiality</p> <p>A commitment to inclusive education and to the trust/academy ethos and values</p> <p>Willingness to participate in further training and development</p> <p>Able to understand the principles of Keeping Children Safe in Education and a commitment to ensuring the health, safety and wellbeing of all children</p>	
<i>Experience</i>	<p>Experience of undertaking a range of catering and cleaning duties safely.</p>	<p>Experience of working in a school canteen environment</p> <p>Experience of working with or alongside young people in an educational context</p>

<i>Special Requirements</i>	All post holders will be required to undertake an enhanced DBS check. Individuals on the children's barred list (and adults barred list where relevant) should not apply.	
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