



## PERSON SPECIFICATION

### Catering Assistant

#### Qualifications, training and education

- NVQ Level 2 or equivalent.
- Food Hygiene qualification or willingness to undertake training.

#### Skills and abilities

##### Communication

- Interpersonal and communication skills sufficient to interact appropriately with students, colleagues and visitors.
- Ability to use tact, sensitivity and diplomacy when dealing with others.

##### Organisation and planning

- Ability to organise own time, prioritise tasks and meet deadlines in a catering environment.
- Attention to detail when maintaining standards and following procedures.

##### Behaviour management

- Ability to support positive behaviour and follow school expectations when working in areas used by students.

##### Pastoral and inclusion

- Ability to work respectfully and inclusively with children and young people from a range of backgrounds and with differing needs.
- Understanding of confidentiality and the importance of handling information appropriately.

##### Technical skills

- Ability to support the preparation, cooking and service of food safely and efficiently to contribute to a positive dining experience for students.
- Ability to maintain clean, safe and hygienic kitchen, dining and equipment areas in line with expected standards.



# BIRCH HILL

## PRIMARY SCHOOL AND NURSERY

### PERSON SPECIFICATION

#### Personal qualities

- Ability to work cooperatively with colleagues and contribute to a calm, professional and student-focused catering service.

#### Requirements specific to the role

- All staff and volunteers are expected to be committed to safeguarding, equality and promoting the welfare of children and young people.
- To ensure awareness of local safeguarding policies and procedures and to report any concerns or information received as required.
- Suitability to work with children.
- Satisfactory enhanced Disclosure and Barring Service check.