

Person Specification

Catering Assistant



Factor	Essential	Desirable	Assessment*
Qualification	<ul style="list-style-type: none"> Be able to read and write. 	<ul style="list-style-type: none"> Maths/English GCSE or equivalent. Food Hygiene Certificate. Certificate in First Aid. 	A, I, D
Experience	<ul style="list-style-type: none"> Recent experience of working in a catering kitchen. Good food preparation techniques. 	<ul style="list-style-type: none"> Experience of working in a school kitchen. Experience of serving meals. 	A, I, R
Skills and Knowledge	<ul style="list-style-type: none"> Ability to assist in promoting the school's ethos, values and aims positively. Ability to manage time effectively and remain calm under pressure. Ability to communicate effectively and maintain good relationships with a wide range of people including colleagues, pupils, parents, governors and suppliers. 	<ul style="list-style-type: none"> Knowledge and understanding of School Food Standards. 	A, I, R
Personal Attributes	<ul style="list-style-type: none"> A commitment to developing their own skills and professional development. Reliable. Keen attention to detail. Flexible; prepared to respond to requests at short notice. 	<ul style="list-style-type: none"> Ability to work independently, using your own initiative. Willingness to participate in and support the life of the school. 	A, I, R

*Assessment Method – details how the criteria will be assessed

A = Application Form, **I** = Interview, **R** = References, **D** = Documentary Evidence