



CATERING ASSISTANT

PERSON SPECIFICATION	Essential	Desirable
<u>Skills</u> Ability to work flexibly and to complete tasks to desired standards Ability to work with others as part of a team Flexible with working hours – able to work earlier and later if needed Able to work under pressure and capable of moderate physical activity, i.e. lifting saucepans, standing for periods of time, washing pans throughout lunch service Capable and willing to work on own initiative and an ability to prioritise between competing demands Enthusiasm and commitment To ensure that food items are to the specified standard, without any food waste. Able to follow instructions, i.e. recipes, menus, guidelines, codes of practice Able to use general catering equipment, safely and correctly. To ensure that the kitchen, equipment and surrounding areas are cleaned to the specified standard.	√ √ √ √ √ √ √ √ √	√
<u>Knowledge</u> An understanding of food production techniques. An understanding of Food Hygiene and Health & Safety regulations, and safe working practices Equal Opportunities, an understanding of equal opportunities and an awareness of how they would be implemented.		√ √ √
<u>Experience</u> Previous experience in catering industry Experience with dealing with customers, maintenance staff and delivery staff. Basic administration skills, i.e. completing timesheets, hygiene sheets.	√	√ √
<u>Qualifications (or equivalent skills)</u> Level 1 or 2 Food Hygiene Safety Certificate An understanding and commitment to customer care Willingness to undertake further job related training when required	√ √	√