

PERSON SPECIFICATION – Catering Assistant

Knowledge and Experience	Essential	Desirable
Minimum of 1 years' experience in a kitchen/catering environment as an assistant	✓	
Knowledge of Food Hygiene Regulations	✓	
Knowledge of Health & Safety Law	✓	
Experience of working in a school or similar establishment		✓
Qualifications	Essential	Desirable
Clean Driving License		✓
Ability to drive transit van		✓
Level 2 Food Hygiene qualification within the last 2 years	✓	
Trained First Aider		✓
Skills knowledge and aptitudes	Essential	Desirable
Excellent "hands-on" catering skills	✓	
Ability to build and form good relationships with students, colleagues and other professionals	✓	
Ability to work constructively as part of a team, understanding school roles and responsibilities including own	✓	
Ability to plan ahead and meet deadlines.	✓	
Good verbal and written communication skills appropriate to the need to communicate effectively	✓	
Good standard of numeracy and literacy skills	✓	
Working knowledge of relevant policies, procedures, codes of practice, and awareness of relevant legislation such as Health & Safety	✓	
Ability to develop the "Healthy Eating" agenda and motivate school staff and students to eat healthily	✓	
Personal qualities	Essential	Desirable
Ability to reach and bend, and to carry out some heavy lifting	✓	
Initiative and ability to prioritise one's own work	✓	
Able to follow direction and work in collaboration with Line Manager and Leadership Team	✓	
Able to work flexibly and share workloads to meet deadlines and respond to unplanned situations	✓	
Able to work extra school events as required	✓	
Commitment to the highest standards of child protection	✓	
Recognition of the importance of personal responsibility for Health & Safety	✓	
Commitment to the school's ethos, aims and its whole community	✓	