

Person Specification

POST TITLE:

Head Chef

SCHOOL:

St Andrew and St Francis CE Primary School

PLEASE NOTE

The method of assessment for each criterion is shown in the right hand columns. The shortlisting criteria are indicated by asterisk in the application form column. Shortlisting for interview will be based solely on whether the candidate indicates on their application form that they meet these Shortlisting Criteria. All mandatory criteria are underlined. The successful candidate must satisfy all of the mandatory criteria, and will normally meet all or most of the other appointment criteria. All candidates must satisfy the Equal Opportunities and Customer Care criteria which are mandatory.

		METHOD OF ASSESSMENT		
		APPLICATION FORM	INTERVIEW	TEST
1.	QUALIFICATIONS			
	(a) Level 2 certificate in food Hygiene.	*		
	(b) NVQ in food preparation and cooking.	*		
2.	EXPERIENCE			
	(a) Experience in catering.	*	*	
	(b) Previously managed, assisted or deputised own unit.	*	*	
	(c) Experience of leading a team and training them in basic kitchen skills.	*	*	
2.	SKILLS			
	(a) Ability to read and implement instructions, such as Health & Safety and Food Hygiene regulations.		*	
	(b) Ability to create and help implement interesting and healthy menus.		*	
	(c) Able to use and clean machinery and light equipment.	*		
	(d) Demonstrate a willingness and enthusiasm for training and progression.	*	*	
	(e) Able to encourage children to select a balanced meal.		*	
	(f) Able to communicate with all kitchen, school staff and pupils.		*	

	METHOD OF ASSESSMENT		
	APPLICATION FORM	INTERVIEW	TEST
(g) Able to train staff in basic kitchen skills.	*	*	
(h) Able to plan and run cooking classes and impart knowledge and skills.	*	*	
(i) Able to work on own and within a team.		*	
(j) Able to help lead and motivate staff.		*	
(k) Display a commitment to the school's equalities policies.		*	
(l) Display and maintain a high standard of personal hygiene.		*	
(m) Work effectively in a busy and hectic environment.		*	
3. KNOWLEDGE			
(a) Good foundation and higher-level knowledge of food preparation methods including: balancing meals, portioning, stock rotation and ordering.		*	
(b) Strong knowledge of baking.	*	*	
(c) Ability to cook to a high standard across multiple disciplines.	*	*	
(d) Interest in cuisine and furthering knowledge of food.		*	
(e) Relevant knowledge and understanding of school polices: Health and Safety, Safeguarding etc.	*	*	
6. <u>EQUAL OPPORTUNITIES RELEVANT TO THE POST</u> (mandatory)			
(a) Understanding and commitment to the school's Equal Opportunities policy.	*	*	