# PERSONAL SPECIFICATION GENERAL KITCHEN ASSISTANT

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| **Range of Duties** | **Essential** | **Desirable** | **How Identified** |
| Qualifications | Basic Food Hygiene Certificate | Catering qualifications  Computer Skills | Application form  Interview  Reference |
| Experience | Numeracy and literacy skills  Experience of catering | Cash reconciliation  Experience of large scale catering | Application form  Interview  Reference |
| Practical and Intellectual Skills | Ability to communicate with children and adults  Customer Relations  Range of practical catering skills | Ability to become part of an existing team | Interview |
| Disposition/Attitude | Able to work without direct supervision  Ability to meet deadlines and be organised  Able to work as part of a team  Pleasant manner  Flexible, trustworthy and patient  Hard Worker | To take pride in own work  Passionate about food for children | Application form  Interview process  Reference |
| Physical make-up | Clean & Tidy appearance |  | Interview  Application form |
| Circumstances | Able to work flexible hours as the need arises | Be adaptable to change  Own transport (split site) | Interview |