

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	√	