**PERSON SPECIFICATION**

**Job Title:** General Catering Assistant

**Location:** Finham Park School

**Hours:** 25 hours per week, term time only, plus 3 days

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|  | **JOB REQUIREMENTS** |
| **KNOWLEDGE** | How to serve food and beverages to customers.Personal hygiene in a kitchen environment.Basic health and safety in a kitchen environment.Food hygiene in preparing and presenting food. |
| **SKILLS****&****ABILITIES** | Able to communicate face to face with all customers in a courteous and polite manner.Able to undertake simple catering, cleaning and food preparation duties.Able to add, subtract, divide and multiply in order to handle large sums of money.Able to operate a cashless till system and occasionally handle cash.Able to lift heavy items on a regular daily basis.Able to work in a hot and busy environment often under pressure.Able to adhere to Trust’s Equal Opportunities policy.Able to work as part of a team, in order to ensure that tasks are completed. |
| **EXPERIENCE** | Experience in serving the public, cash handling and food preparation in either a paid or non-paid capacity |
| **ATTITUDE &****PERSONAL QUALITIES** | FlexibilityApproachableSense of humourSympathetic and supportive towards childrenCustomer focussed  |