

Person Specification

Catering Assistant

Criteria	Essential	Desirable	How identified A - Application R - References I - Interview
Education / Training	<ul style="list-style-type: none"> Willingness to attend and complete courses relating to the role 	<ul style="list-style-type: none"> Food hygiene qualification COSHH knowledge/qualification 	A, I
Experience	<ul style="list-style-type: none"> Previous catering experience 	<ul style="list-style-type: none"> Experience of working in a kitchen Cash handling/till operation 	A, R, I
Skills and Abilities	<ul style="list-style-type: none"> Punctual and reliable Ability to organise, prioritise and complete tasks effectively Good customer service skills Good interpersonal skills Good communication skills Ability to follow instructions and use equipment safely 	<ul style="list-style-type: none"> ICT skills 	A, R, I
Personal Qualities	<ul style="list-style-type: none"> Ability to cope under pressure Flexible approach to work Trustworthy, reliable and hardworking A proactive approach to work Committed to the principles of equality and diversity Ability to work well as part of a team 	<ul style="list-style-type: none"> Willingness to be involved in the whole life of the school 	A, R, I
Circumstances	<ul style="list-style-type: none"> Enhanced clearance from the Disclosure and Barring Service 		I - Enhanced DBS check