

Person Specification – Catering Manager Grade 9 – N6668

Attributes	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Level 3 qualification in Catering & Food Preparation (or equivalent) • Possess Level 2 or higher qualification in English/Literacy and Mathematics/Numeracy to possess GCSE English and Mathematics at Grade A* - C. • 	
Experience	<ul style="list-style-type: none"> • At least 2 year's experience of working at a strategic level in a medium/large catering establishment • Experience of menu planning and costing • Experience of stock control and recording • Experience of recruiting, leading and managing teams • Experience of purchasing perishable and non perishable foodstuffs and consumables • Experience of working with special dietary requirements and food allergies • Experience of rotas. 	<ul style="list-style-type: none"> • Experience of Nutritional Compliance guidelines, School Food Standards and Safer Food Better Business (SFBB) standards. • Experience of working with young people
Professional Development	<ul style="list-style-type: none"> • Advanced Food Hygiene Certificate • Knowledge of HACCPs and COSHH • To be willing to be a nominated First Aider completing training as required 	
Skills and Knowledge	<ul style="list-style-type: none"> • Strong and effective leadership and management skills • Ability to drive forward change and motivate staff • Effective communication and influencing skills • Ability to effectively present written and verbal information to a variety of audiences • Knowledge and understanding of marketing and income generation 	
Personal Qualities	<ul style="list-style-type: none"> • Strong leadership presence • Positive and approachable manner • High level of organisation and reliability • Resilient and calm under pressure • Flexible and adaptable • Commitment to high standards of food quality, hygiene and service • Attention to detail • Solution-focused mindset • Professional and responsible attitude • Enthusiastic and motivated • Inclusive and considerate approach 	