



CATERING MANAGER

Personal specification / Selection criteria

Job Requirements	Status of Criteria		Method of Assessment		
	Essential	Desirable	Application	Interview/task	Reference
Training and Qualification					
Level 3 Qualification in Supervising Food Safely in Catering or equivalent qualification	✓		✓		
Good standard of general education, GCSE or equivalent qualification at level C or above in Maths and English	✓		✓		
Faith, Ethos and Commitment					
Demonstrate a clear and genuine support for the Catholic ethos of the school	✓		✓	✓	
Experience					
Substantial experience working in catering in the public or private sector	✓		✓	✓	✓
Experience of catering management including ordering, pricing and leading staff	✓		✓	✓	✓
Experience of catering in a Secondary School		✓	✓	✓	✓
Effective use of ICT relevant to the post	✓		✓	✓	
Experience of Cashless catering systems		✓	✓		



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Skills					
Effective communication skills	✓		✓	✓	
Demonstrate a sound knowledge of school food nutritional standards	✓		✓	✓	
First Aid qualification		✓	✓		
Be able to demonstrate a sound knowledge of health and safety and food safety systems	✓		✓	✓	
Be able to motivate and lead a team	✓			✓	
Personal characteristics					
Have a flexible and positive attitude	✓			✓	
A good sense of humour and ability to work under pressure	✓			✓	
Competent and organised	✓			✓	✓
At all times exercise a high standard of personal integrity and professional conduct	✓			✓	✓
Possess a good health and attendance record	✓				✓ (post offer)
Listen to, reflect and act on feedback	✓			✓	