

PERSON SPECIFICATION

Job Title: General Assistant- Kitchen

Grade: GR1

Method Of assessment (M.O.A)

AF= Application Form I= Interview

T= Test or exercise P= Presentation

| CRITERIA | ESSENTIAL | M.O.A. |
|--|---|---|
| Experience (relevant work and other experience) | General knowledge of catering. Experience of working as part of a team | AF /I AF/I |
| Skills and abilities | Be committed to the ethos and values of the school. Good oral communication skills. Good interpersonal skills. Able to work as part of a team. Ability to follow instructions. Able to work under pressure. Communicate positively and effectively to children and listen to them. Develop good appropriate relationships with children and staff. | AF /I AF/I AF/I AF/I AF/I AF/I AF/I |
| Training | Willingness to undertake appropriate training | AF/I |
| Education / qualifications | School education | AF/I |
| Other | Flexible approach in a changing environment. Awareness of basic hygiene standards. Awareness of the need to personally work safely. Tidy appearance. Customer focused approach to service provision. Committed to improving | AF/I AF/I AF/I AF/I AF/I |

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|--------------------------|--|------|
| | the provision and the environment for children and staff | |
| Contra Indication | Inability to work under pressure and to deadlines Inability to work unsupervised. | AF/I |

ALL STAFF ARE EXPECTED TO BE COMMITTED TO THE CITY COUNCILS EQUAL OPPORTUNITIES POLICY.

COMPLIED BY:..... Date:

(Shortlisting / Interviewing Panel).....
.....Date: