

Person Specification

School Meals Supervisory Assistant

	Essential	Desirable
Qualifications, Knowledge and Skills	• Good standard of education.	• Safeguarding training • First Aid training
Personal Development and Additional Learning	• Ability to build effective working relationships with colleagues • Ability to stay calm and controlled under pressure and to meet deadlines • Ability to communicate effectively and concisely • Experience of engaging with a wide range of people	• Ability to think creatively and contribute new ideas
Experience and Personal Attributes	• Strong communication and interpersonal skills • Knowledge of safeguarding	• Experience of working within an educational context • Experience of working in a similar role
Initiative and Motivation	• Conscientious, confident and reliable • An advocate for the Academy and Trust	
Commitment	• Commitment to diversity and equality of opportunity in all working practices • Commitment to child protection and safeguarding policies and procedures • Commitment to the values and vision of Maltby Learning Trust • Commitment to personal professional learning and development.	
Attendance	• A good attendance record in current employment, (not including absences due to disability).	

***The postholder is required to ensure they have the appropriate business insurance to meet the requirements of the post.**

