

Person Specification

School Meals Supervisory Assistant

	Essential	Desirable
Qualifications, Knowledge and Skills	<ul style="list-style-type: none"> • Good standard of education. 	<ul style="list-style-type: none"> • Safeguarding training • First Aid training
Personal Development and Additional Learning	<ul style="list-style-type: none"> • 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 	<ul style="list-style-type: none"> • Ability to think creatively and contribute new ideas
Experience and Personal Attributes	<ul style="list-style-type: none"> • Strong communication and interpersonal skills • Knowledge of safeguarding 	<ul style="list-style-type: none"> • Experience of working within an educational context • Experience of working in a similar role
Initiative and Motivation	<ul style="list-style-type: none"> • Conscientious, confident and reliable • An advocate for the Academy and Trust 	
Commitment	<ul style="list-style-type: none"> • 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	<ul style="list-style-type: none"> • 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.***

