

Person Specification Catering Assistant

Essential	Desirable	Evidence
<u>Commitment</u> <ul style="list-style-type: none"> • A clear recognition of and commitment to all our aims • Integrity, good timekeeping and high standards. 	<ul style="list-style-type: none"> • Tangible evidence of commitment to your current post. 	Letter of application Interview & references
<u>Qualifications and Technical Skills</u> <ul style="list-style-type: none"> • A good basic level of education • Knowledge of health & safety/ hygiene regulations 	<ul style="list-style-type: none"> • NVQ or other relevant qualification 	Interview and qualification/training documentation
<u>Experience</u> <ul style="list-style-type: none"> • Experience in a customer focused role 	<ul style="list-style-type: none"> • Experience of working in a school setting 	Interviews References Letter of application
<u>Personal Qualities and Skills</u> <ul style="list-style-type: none"> • Good communicator with adults and children • Able to use own initiative • Enthusiastic • Team Player • Service Orientation • Resilience, tact and diplomacy especially under pressure • Excellent personal effectiveness and organisation • Ability to prioritise a busy and rapidly changing workload • Confidentiality • Honesty 		Interview References Letter of application