Person Specification: Catering Assistant

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|  | **Essential** | **Desirable** | **Method of Assessment** |
| Qualification | * Basic literacy and Numeracy * Basic food hygiene certificate | * Evidence of continual professional development * NVQ 2 in Food preparation or cooking | * Application form * Selection Process * Pre-employment checks |
| Experience | * Relevant experience in catering | * Experience of stocktaking * Cooking experience * Experience of working in a customer focussed environment | * Application form * Selection Process * Pre-employment checks |
| Skills/knowledge | * Knowledge of catering equipment usage * Knowledge of relevant Health & Safety requirements * Good communication skills * Food preparation skills | * Knowledge of preparation and presentation of food for special events * Knowledge of COSHH | * Application form * Selection Process * Pre-employment checks |
| Personal Qualities | * Ability to prioritise workload * Flexible approach to work and able to work some unsociable hours * Ability to work as part of a team and/or on own initiative * Demonstration of customer care skills | * Experience of working in a customer focussed environment | * Application form * Selection Process * Pre-employment checks |
| Special Requirements | * Be able to obtain Police clearance (where applicable) * Be willing to undertake training as and when required | * Have a positive, flexible ‘can do’ attitude | * Application form * Selection Process * Pre-employment checks |