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
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| 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
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| 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
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| 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
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| 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
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