



# South Tyneside Council

## BUSINESS AND RESOURCES

### PERSON SPECIFICATION

**POST TITLE:** Catering Assistant

**GRADE:** South Tyneside Living Wage

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
<b>Educational Attainment</b>		<ul style="list-style-type: none"><li>• Food hygiene certificate</li><li>• Vocational training in the catering industry</li></ul>	<ul style="list-style-type: none"><li>• Application form</li><li>• Certificates</li></ul>
<b>Work Experience</b>		<ul style="list-style-type: none"><li>• Previous experience within a catering establishment involving food preparation, counter service and cash handling</li></ul>	<ul style="list-style-type: none"><li>• Application form</li><li>• Interview</li><li>• References</li></ul>
<b>Knowledge/ Skills/ Aptitudes</b>	<ul style="list-style-type: none"><li>• Good communication skills</li><li>• Customer service skills</li></ul>		<ul style="list-style-type: none"><li>• Interview</li><li>• References</li></ul>
<b>Disposition</b>	<ul style="list-style-type: none"><li>• Able to work as part of a team</li><li>• Flexible approach to work</li><li>• Committed to the principles of equality and diversity</li></ul>		<ul style="list-style-type: none"><li>• Interview</li><li>• References</li></ul>
<b>Circumstances</b>		<ul style="list-style-type: none"><li>• Able to be contacted by telephone</li><li>• Available to work at various times including unsociable hours</li></ul>	<ul style="list-style-type: none"><li>• Interview</li></ul>