# Person Specification Form

**Post Title – Catering Assistant**

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| **Personal Attributes required**  **(on the basis of the job description)** | **Essential (E)**  **or**  **Desirable (D)** | **To be identified by:**  **Application Form (AF), Interview (I), Practical (P), Reference (R)** |
| **Qualifications** |  |  |
| Food Hygiene Certificate  Food Safety Certificate | D  D | AF  AF |
| **Experience**  Customer Care  Experience within the catering industry  Food preparation | D  D  D | AF/I  AF/I  AF/I |
|  |  |  |
| **Knowledge/skills/abilities** |  |  |
| Good standard of personal hygiene  Ability to work under pressure and use own initiative  Ability to meet deadlines  Ability to work as part of a team  Good customer care skills  Knowledge of Health & Safety  Basic Food Hygiene | E  E  E  E  E  D  D | AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I |
| **Other**  Commitment to Equality & Diversity  Commitment to safeguarding and protecting the welfare of children and young people  Commitment to Health & Safety  Wear uniform provided, ensuring it is clean and tidy at all times  Satisfactory attendance record  Willingness to work occasionally outside of contracted hours  Commitment to own professional development | E  E  E  E  E  E  E | AF/I  AF/I  AF/I  I  R  AF/I  AF/I |

Application Form (AF), Interview (I), Reference (R)