**PERSON SPECIFICATION**

**Post:** Apprentice Catering Assistant - Christ the King Catholic High School

**Post No:**

|  |  |  |
| --- | --- | --- |
| ***Personal Attributes Required*** | ***Essential (E) or Desirable (D)*** | ***Method of Assessment*** |
| ***Qualifications/Training***   * A good standard of English and Maths at level 1 - GCSE grades 3-2/D-E or equivalent * Basic Food and Hygiene Certificate | E  D | AF  AF |
| ***Experience***   * Working in a fast paced environment * Proven experience of working within a school kitchen * Preparing food from a varied menu | E  D  D | AF/I  AF/I  AF/I |
| ***Skills/Knowledge/Aptitudes***   * Good organisation and planning, including the ability to meet tight deadlines * Good communication skills, by telephone, face to face and written * Ability to organise your own workload and use your initiative * Ability to work flexibly * Ability to work as part of a team * Knowledge of how school kitchens operate | E  E  E  E  E  E    D | AF/I  AF/I  AF/I  AF/I  AF/I  AF/I  AF/I |
| ***Special Requirements***   * Be aware of and comply with policies and procedures relating to child protection, health, safety and security and confidentiality, reporting all concerns to an appropriate person | E | AF/I |

***Note***: AF = application form; I = interview