

Person Specification

Post:	Catering Assistant
Department:	Catering
Responsible to:	Catering Manager
Hours	20 hours per week, term time
Working closely with	All Catering staff and customers

E = Essential

D = Desirable

Please ensure that in your application you clearly show how you meet **each item** on the Person Specification. In a situation where the College receives a high volume of applications, the desirable criteria may be used for short-listing purposes.

	E	D	Method of Assessment
Skills & Abilities			
Basic Food Hygiene Certificate (or willingness to undertake)	✓		Application and Interview
Health and Safety – basic knowledge		✓	Application and Interview
Ability to work in a team	✓		Application and Interview
Experience & Background			
Experience of large scale catering		✓	Application and Interview
Previous experience of cash handling and/or till operation		✓	Application and Interview
Experience of working in a customer focused environment		✓	Application and Interview
Personal Qualities			
Good communicator	✓		Application and Interview
Flexible attitude to work	✓		Application and Interview