

## PERSON SPECIFICATION



### SCHOOL COOK Grade 5

Attributes	Essential	Desirable
<b>Qualifications</b>	<ul style="list-style-type: none"> <li>• Intermediate Food Hygiene and Safety Certificate</li> <li>• City &amp; Guilds 706/1&amp;2/NVQ II in food preparation or equivalent</li> </ul>	<ul style="list-style-type: none"> <li>• Evidence of continuous INSET and commitment to further professional development</li> <li>• Diploma in Food Hygiene and Safety</li> <li>• Diploma or degree in Catering Management</li> <li>• Certificate in First Aid</li> </ul>
<b>Training and Experience</b>	<ul style="list-style-type: none"> <li>• Relevant experience of working in a busy kitchen/mass catering</li> <li>• Ability to plan healthy menus and deliver quality food</li> <li>• Proven food preparation techniques</li> <li>• Strong and demonstrable experience in providing first class customer care</li> <li>• A working knowledge of book work and stock management</li> <li>• Experience of managing an overall catering budget</li> <li>• Ability to use technology effectively</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of managing a team in an educational establishment</li> <li>• Knowledge and understanding of School Food Standards</li> <li>• Experience of catering for special dietary needs</li> </ul>
<b>Knowledge and Understanding</b>	<ul style="list-style-type: none"> <li>• The statutory requirements of legislation concerning Equal Opportunities, Health &amp; Safety and Child Protection</li> </ul>	<ul style="list-style-type: none"> <li>• Knowledge of School Food Standards</li> <li>• Knowledge of educational sector</li> <li>• Knowledge of local suppliers</li> </ul>
<b>Professional Skills</b>	<ul style="list-style-type: none"> <li>• Ability to assist in promoting the school's ethos, values and aims positively</li> <li>• Ability to prioritise and organise both own and others workloads</li> <li>• Ability to work independently, using your own initiative</li> <li>• Excellent time management and organisational skills</li> <li>• Ability to work under pressure whilst remaining calm</li> <li>• Ability to work to deadlines</li> <li>• Ability to maintain good relationships within the staff team</li> <li>• Ability to communicate effectively with a wide range of people including colleagues, pupils, parents, governors and suppliers</li> </ul>	<ul style="list-style-type: none"> <li>• Able to successfully implement changes</li> </ul>

<b>Personal qualities</b>	<ul style="list-style-type: none"> <li>• Innovative and creative in their thinking</li> <li>• Good problem solver</li> <li>• Resilience</li> <li>• Reliable</li> <li>• Motivated to succeed</li> <li>• Energy, enthusiasm and a sense of humour</li> <li>• Keen attention to detail</li> <li>• Flexible, prepared to respond to requests at short notice</li> <li>• A commitment to developing their own skills and professional development</li> <li>• A commitment to school development</li> </ul>	<ul style="list-style-type: none"> <li>• Willingness to participate in and support the life of the school</li> <li>• Commitment and enthusiasm for environmental issues</li> </ul>
<b>Safeguarding</b>	<ul style="list-style-type: none"> <li>• Committed to the Trust's policies on safeguarding, inclusion and equal opportunities.</li> </ul>	

**All school staff have a responsibility to safeguard and promote the welfare of children and young people within the school. This post is subject to an Enhanced DBS check.**