



## Person Specification

### Deputy Catering Manager

Criteria		Essential	Desirable	How will this be assessed?
Qualifications (or equivalent skills)	NVQ Level 2 in Catering or equivalent		✓	A
	CIEH Level 2 in Food Safety in Catering or equivalent		✓	A
	CIEH Level 2 in Health & Safety in Catering or equivalent		✓	A
	Willingness to complete necessary certificates / qualifications if not already obtained	✓		A, I
Knowledge and Skills	Knowledge of food hygiene and health and safety legislation	✓		A, I
	Knowledge of catering practices	✓		A, I
	Previous experience in a catering position		✓	A, I
	Previous experience in an education environment		✓	A, I
	Able to support and deputise for the Catering Manager in ordering and organisational duties	✓		A, I
	Able to work effectively with all colleagues	✓		A, I
	Able to deputise for the Catering Manager in supervising the work of the catering team	✓		A, I
	High standard of personal cleanliness and appearance	✓		A, I
Personal Characteristics	Ability to work under pressure, delivering timely, high quality results	✓		A, I
	Open and approachable to colleagues and children	✓		A, I
	Reliable and punctual	✓		A, I
Safeguarding	Suitable to work with children	✓		A, I

Key – A = Application, I = Interview Process

**This post is exempted under the Rehabilitation of Offenders Act 1974 and, as such, appointment to this post will be conditional upon the receipt of a satisfactory response to a check of police records via Disclosure and Barring Service (DBS).**