



## PERSON SPECIFICATION

**Job Title:** General Catering Assistant

**Location:** Finham Park 2

**Hours:** 25 hours per week, term time only, plus 3 days

	JOB REQUIREMENTS
<b>KNOWLEDGE</b>	How to serve food and beverages to customers. Personal hygiene in a kitchen environment. Basic health and safety in a kitchen environment. Food hygiene in preparing and presenting food.
<b>SKILLS &amp; ABILITIES</b>	Able to communicate face to face with all customers in a courteous and polite manner. Able to undertake simple catering, cleaning and food preparation duties. Able to add, subtract, divide and multiply in order to handle large sums of money. Able to operate a cashless till system and occasionally handle cash. Able to lift heavy items on a regular daily basis. Able to work in a hot and busy environment often under pressure. Able to adhere to Trust's Equal Opportunities policy. Able to work as part of a team, in order to ensure that tasks are completed.
<b>EXPERIENCE</b>	Experience in serving the public, cash handling and food preparation in either a paid or non-paid capacity
<b>ATTITUDE &amp; PERSONAL QUALITIES</b>	Flexibility Approachable Sense of humour Sympathetic and supportive towards children Customer focussed