

PERSON SPECIFICATION

Post Title: **Assistant Cook**

Salary Scale: **Grade C (points 5-6)**

Evidence Codes

AF – Application Form

M - Medical

JRT – Job Related Task

I - Interview

D - Documentation

Job Criteria				
	Essential	Source of Evidence	Desirable	Source of Evidence
Experience	Be able to demonstrate experience in the following:			
	Preparing, cooking and serving hot and cold food within a large catering operation. (e.g. school, factory or large restaurant)	AF/I	Experience of working within a school kitchen	AF/I
	Working effectively within a team	AF/I		
	Cooking with fresh ingredients from scratch	AF/I		
	Working effectively under pressure	I		
Qualifications	NVQ level 2 in catering or equivalent relevant qualification	D		
	Minimum Level 2 (Basic) NVQ Food Hygiene Certificate	D	NVQ level 3 Food Hygiene Certificate	D
	GCSE at grade 3 to 9 in Maths and English (or relevant equivalent qualification)	D	GCSE at grade 4 or above in Maths and English (or relevant equivalent qualification)	D
Skills and Knowledge	Be able to demonstrate skills and knowledge in the following:			
	Hot and cold food preparation	JRT		

	Working on own initiative	AF/I/JRT		
	Ability to break down quantities and recipes	JRT		
	Effective and appropriate communication skills with adults and children	I		
	Knowledge of healthy eating for children	AF/I	Knowledge of school nutritional standards	AF/I
	Knowledge of safe working practices	AF/I		
	Able to use general catering equipment safely and correctly	JRT		
Other factors	Ability to adhere to School personal hygiene standards	I/JRT		
Personal qualities	Willingness to undertake further training	AF		
	Demonstrate high levels of personal hygiene	I/JRT		
	Ability to undertake physically demanding work	I / JRT		
	Ability to respond appropriately to pupils needs and comments	I		
	Able to follow instructions, i.e. menus, recipes, guidelines, Codes of Practice.	JRT		
Job Circumstances	Flexibility and adaptability to be effective in a busy catering environment.	AF/I		
	Willingness to undertake further training to support the schools aims and objectives and your own CPD	AF/I		
	Willingness to adhere to school policy and procedure, e.g, Health & Safety	AF/I		
Equalities	Understanding of and commitment to Inclusion and Equality in respect of pupils, governors, staff and the wider community.	I		
Other Requirements	Medical clearance subject to reasonable adjustments under the Equality Act 2010 (where appropriate)	M		
	Enhanced Disclosure & Barring Service clearance	D		
	Demonstrable evidence of continuous professional development and competence	D		

