

# KITCHEN ASSISTANT

## Role Specification

	Essential	Desirable	*MOA
<b>KNOWLEDGE/QUALIFICATIONS</b>			
Educated to NVQ level	✓		C
Knowledge of health and safety and food regulations	✓		I
Good working knowledge and ability to prepare and follow menus and recipes agreed	✓		
Literacy skills to include reading and writing and the completion of basic forms	✓		
Current Food Hygiene Certificate (level 2)		✓	C
<b>EXPERIENCE</b>			
Experience of the preparation, cooking and service of food and beverages	✓		
<b>SKILLS</b>			
Ability to learn and use technology e.g. tills	✓		
Ability to use kitchen and cleaning equipment	✓		
Ability to communicate clearly with customers	✓		
Good organisation skills	✓		
Ability to manage own time effectively and work as part of a team	✓		
Ability to follow sound hygiene procedures	✓		
<b>BEHAVIOURS</b>			
Be prepared to commit to CPD and learn and develop in the role	✓		
Ability to build effective relationships with others	✓		

### \*Method of Assessment

Key: A= Application, I=Interview and Assessment, R=Reference, C=Certificate