

CATERING: Catering Assistant

General heading	Detail	Examples
Qualifications & Experience	Specific qualifications & experience	Experience of the preparation, cooking and service of food and beverages to the required standard
	Knowledge of relevant policies and procedures	Knowledge of health and safety, and food hygiene regulations Ability to maintain a high standard of personal and general cleanliness and hygiene to comply with statutory and school regulations
Communication	Literacy	Good working knowledge and ability to follow menu and recipes agreed
	Numeracy	Ability to count and undertake calculations
	Technology	Ability to use kitchen and cleaning equipment and supervise others when required
	Verbal	Ability to exchange verbal information clearly with children and adults
	Languages	Use initiative to overcome communication barriers with children and adults
	Behaviour Management	Understand and implement the school's behaviour management policy
Working with others Responsibilities	Team work	Ability to work effectively with others in the school
	Organisational skills	Good organisational skills
	Time Management	Ability to manage own time effectively
	Creativity	Ability to follow instructions
	Equalities	Demonstrate a commitment to equality
Working with others General	Health & Safety	Ability to follow sound hygiene practices
	Child Protection	Understand and implement child protection procedures
	Confidentiality/Data Protection	Understand procedures and legislation relating to confidentiality
	CPD	Be prepared to develop and learn in the role