



**PERSON SPECIFICATION
CATERING ASSISTANT**

	ESSENTIAL	DESIRABLE
SKILLS, QUALITIES AND ABILITIES	Reliability, trustworthiness and commitment to the post	Ability to relate well to children and adults
	Work constructively as part of a team, understanding school roles and responsibilities and your own position within these	Ability to organise work, prioritise tasks and manage time effectively
	Punctuality / good time-keeping	Experience in administering first aid.
	Good interpersonal skills and communication	
	Confidence	
	An excellent standard of personal hygiene	Up-to-date Food Hygiene Certificate – this training can be undertaken once the post commences.
COMMITMENT TO CHILD PROTECTION & SAFEGUARDING	Understanding of and commitment to the school's policy on Safeguarding Children	
	Knowledge of up-to-date child protection practice & legislation	
	Willingness to uphold and promote fundamental British values	
FAITH COMMITMENT	Understanding of the distinctive nature of a Catholic School	
PROFESSIONAL DEVELOPMENT	Willingness to participate in development and training opportunities	

Blessed George Napier Catholic School



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CATERING ASSISTANT**

	ESSENTIAL	DESIRABLE
REFERENCES	Positive recommendation from at least two professional referees	
ESSENTIAL EMPLOYMENT CHECKS (if offer of appointment is made)	Enhanced DBS Clearance	
	Requirement to complete Pre-Employment Medical Assessment [permanent / contracted hours posts]	
	Asylum & Immigration checks – documentary evidence of entitlement to live and work in the United Kingdom	

LAST AMENDED 15.11.17