

**HULL CITY COUNCIL – CHILDREN AND YOUNG PEOPLE’S SERVICES
PERSON SPECIFICATION**

SCHOOL/SERVICE AREA:- Kelvin Hall School

JOB TITLE:-Catering Assistant

POST NO:

GRADE:- 1

REQUIREMENTS	ESSENTIAL	HOW IDENTIFIED	DESIRABLE	HOW IDENTIFIED
RELEVANT EXPERIENCE	Previous work experience in a kitchen environment	Application/interview	Previous work experience in a school kitchen Knowledge of catering Systems, machinery Understanding of Health & Safety Issues	Application Application Application
QUALIFICATIONS	Basic Numeracy Basic Literacy Basic Food Hygiene Certificate	Application/interview Application/interview Application/interview	First Aid Qualification Heath & Safety Training	Application Application
SKILLS	Ability to form and maintain appropriate relationships and personal boundaries with children and young people Able to work as a team	Application/interview		

REQUIREMENTS	ESSENTIAL	HOW IDENTIFIED	DESIRABLE	HOW IDENTIFIED
KNOWLEDGE	A knowledge and commitment to safeguarding and promoting the welfare of children and young people.	Application/interview	Understanding of COSHH Regulations	Application/interview
INTERPERSONAL/ COMMUNICATION SKILLS	To be able to communicate at all levels. Good organisation skills Good verbal communication skills	Application/interview Application/interview		
REFERENCE	Supportive reference from employer	References		
DISCLOSURE OF CRIMINAL RECORD (Please see attached for further details)	Declaration of full details of <u>everything</u> on candidate's criminal record. The successful candidate's appointment will be subject to the LA obtaining a satisfactory Enhanced Disclosure from the Criminal Records Bureau	Application Form (after shortlisting) Criminal Records Bureau's Disclosure (successful candidates only)		

Please note: Letters should be clear and concise. The criteria in the Person Specification identified by "Application Form" should be addressed on the application form,