



# Person Specification

## Catering Manager

Please ensure that the Job Description and Person Specification are used as a guide when completing your application form. Please pay particular attention to those criteria below which are indicated as being assessed via the application form.

### Attributes Essential/Desirable Method of Assessment

Qualification/Skill	Preferable/Essential	Assessment
GCSE Grade A-C in English & Maths or equivalent	Preferable	Documentation
IT Skills – Excel for budget and records purposes	Essential	Test
Catering Qualifications	Level 2 Essential, above Preferable	Documentation and Assessment of Application form in accordance with proven experience
Proven experience of good catering skills (food preparation and cooking) and customer care skills in a commercial environment	Essential	Assessment of application form and practical Test
Proven experience of supervision of staff	Preferable	Assessment of application form and interview process
Proven experience of administration/budgeting skills	Preferable	Assessment of application form and interview process
Good understanding of Food Hygiene and Health and Safety regulations	Essential	Assessment of application form and interview process
Experience of working with children and young people	Preferable	Assessment of application form
Proven experience of managing change, or initiating improvement	Preferable	Assessment of application form and interview process