

Person Specification

Cook in Charge (Level 3) Grade 4 or 5 (SCP 5 or 6-7)

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> ➤ A minimum of NVQ Level 2 or working towards Level 3, or equivalent qualification, in Food Preparation and cooking or comparable experience. ➤ Advanced Food Hygiene Certificate. 	
Work or relevant experience	<ul style="list-style-type: none"> ➤ Supervisory/management experience of an institutional catering service. 	<ul style="list-style-type: none"> ➤ Further qualifications in Kitchen Supervision or Kitchen Management.
Knowledge and Understanding	<ul style="list-style-type: none"> ➤ Awareness of the current DfES nutritional standards for school pupils. ➤ Experience of cooking/ food preparation for large numbers. ➤ Knowledge of specialist diets for health conditions and cultural and religious backgrounds. ➤ Knowledge of health and safety good practice in the kitchen. ➤ Good literacy and numeracy skills. ➤ Basic ICT ➤ Ability to use relevant equipment. ➤ Ability to relate well to children and adults. ➤ Knowledge of health and safety procedures and precautions. ➤ Awareness of COSHH regulations. ➤ Knowledge of health and hygiene procedures, including HACCAP ➤ Ability to identify own training and development needs and co-operate with means to address these 	
Skills and Abilities (relevant to post)	<ul style="list-style-type: none"> ➤ Sufficiently fluent in spoken English to ensure effective performance in the role 	

Personal qualities	<ul style="list-style-type: none"> ➤ Ambition and confidence to take on the responsibility of making the catering service at the school a success. ➤ Conscientious with the desire to carry out your role to the best of your ability, being diligent and thorough. ➤ Enthusiasm with positivity and optimism in encouraging your team to remain motivated. ➤ Flexibility with the willingness to change and adapt to unexpected situations and circumstances calmly. ➤ Initiative to see an opportunity and take action ➤ Reliability by having the quality of being depended upon, and there to support the team or school. 	
Special Conditions	<ul style="list-style-type: none"> ➤ Willingness to undertake an enhanced Disclosure and Barring Service (DBS) check. 	