

PERSONAL SPECIFICATION

Catering Assistant

CRITERIA	E	D	METHOD OF ASSESSMENT
Qualifications			
Basic Food Hygiene Certificate, or a willingness to obtain this within a specified timeframe following appointment.		*	Certificate
Experience			
Previous experience working in a catering or food service environment, ideally within a healthcare setting.		*	Application form and/or interview
Experience of working within a customer-focused environment, such as hospitality or hotel services.		*	Application form and/or interview
Personal Attributes & Behaviours			
Maintains a consistently high standard of personal presentation and hygiene.	*		Interview
Demonstrates a professional, friendly and approachable manner.	*		Interview
Conscientious, reliable and committed to delivering a high-quality service.	*		Application and/or interview
Able to remain calm and effective when working under pressure.	*		Interview
Takes pride in maintaining a clean, safe and hygienic working environment, with a strong understanding of the importance of cleanliness and infection control.	*		Application and/or interview

Knowledge, Skills & Abilities			
Demonstrates the ability to work effectively as part of a team, contributing positively to shared objectives.	*		Application and/or interview.
Communicates clearly and professionally with colleagues, patients, and visitors.	*		Interview.
Able to follow instructions accurately while also using initiative where appropriate	*		Application and/or interview.
Organised and able to prioritise tasks effectively to meet service demands.	*		Application and/or interview.
Possesses basic IT skills relevant to the role.		*	Application and/or interview.