



Person Specification

Job Title: Cook 1/SMSA

Qualifications	Essential	Desirable
Level 2 Food Hygiene Certificate or willingness to obtain within 3 months of employment	✓	
Basic literacy and numeracy skills.	✓	
Willingness and ability to obtain and/or enhance qualifications and training for development in the post	✓	
Experience		
On the job catering experience in a catering unit.		✓
Experience of working in a school environment		✓
Skills		
Ability to work to timescales & deadlines	✓	
Deal with customers in a polite, courteous & friendly manner	✓	
Ability to work flexibly as part of a team	✓	
Communicate & liaise with team members	✓	
Ability to follow instructions	✓	
Good communication and listening skills	✓	
Ability to organise own daily routine	✓	
Ability to relate to students in a pleasant, sympathetic manner and to recognise potential child safeguarding issues	✓	
Other		
Awareness of health & safety	✓	
Awareness of first aid		✓
Satisfactory Enhanced Criminal Records Disclosure	✓	
Assessed and advised by Occupational Health	✓	
Understanding of school child safeguarding procedures		✓
Willingness to work flexibly in accordance with policies & procedures to meet the operational needs of the trust.	✓	
Work in accordance with Outwood Academy Trust values & behaviours	✓	